**CANYON LAKE FOREST POA – JULY 20, 2023 MEETING MINUTES**

**Board Members in Attendance**- President Monica Orms, Vice President Alva Franco, Secretary Pamela Rabke. Pool Director Debbie Hardy, Building & Compliance Director Erin Lynch, Clubhouse Director Gary Wilhelm. (Absent – Treasurer Melissa White). Quorum established.

**Members Attending**: 21 signed Sign-Up sheet (not including Board members). Meeting was called to order by Monica at 7:00pm.

**June 2023 Meeting Minutes** presented for review by Pam- no corrections noted, Pam made motion to approve as issued, 2nd by Monica. Motion passed.

**REPORTS GIVEN BY BOARD OF DIRECTORS:**

POOL: Debbie stated pool was open for the season on June 11 after reno and new security system completed. A new A/C unit was purchased to protect new equipment and cards are being reissued as quickly as possible as we receive Pool Agreements.

Additional pool related updates –

1. Toilets stopped up – had to close bathrooms and have lines cleared and septic pumped.
2. Septic leak was found so additional septic inspection and repair completed
3. Toilets clogged again by brown paper towels apparently flushed so bathrooms closed again for lines to be cleared
4. Landline phone serviced and caller ID corrections needed. Line remains for emergencies at $40/month
5. Pool lights coming out of sockets – low voltage but builder out immediately to repair.
6. We still need one more bid for shade awnings
7. Playground slide was removed by volunteers due to damage and potential energy. New slide options being researched.
8. New pool signs are needed to reflect possible updated pool rules and for improved legibility. Two bids for 2 large pool signs have been obtained. Signs will include all verbiage required by insurance.
9. Finally, Monica noted the plaster spotting mentioned at the last meeting seems to have reversed over the past month. She reiterated Gary Pools has corrected the problem with the pool lights popping out, as well as the height issue with the auto-fill. She reminded the membership that we have not paid the final draw to Gary Pools (5% of total – around $9,600). Since all problems appear to have been corrected, Monica moved that we pay the final draw to Gary Pools. Motion seconded by Alva. Motion was approved.

**BUILDING & COMPLIANCE**: Erin noted that a Burn Ban is in effect for Comal County. Properties requiring Permits are:

634 Hillcrest Forest – Construction of a new garage: All requirements met.

1532 Canyon Bend – New Build: All requirements met

1248 Spring Water – New Build: All requirements met except payment.

Erin made the motion to approve these proposed permits, Springwater pending payment- approval when received. Monica seconded. Motion approved.

**TREASURER REPORT:** As Melissa is absent, her report was given by Monica. She noted to members that once final payment to Gary Pools is made, the POA will begin to depreciate the cost of pool renovations which will impact financials. No questions or concerns were mentioned after this review.

**CLUBHOUSE REPORT:** Gary mentioned men’s toilet not flushing well and suggested we look into pumping septic. He will research where lines are and check into further. Brief discussion about updating our A/C system when next units start to fail. Discussed mini-split vs exposed conventional option. Moved to discuss later as not in budget and not an urgent need.

**NEW BUSINESS**:

New Pool Rules (for new signage): Monica introduced the need for revision of current pool rules, as well as the necessity of instituting a process of handling violations.

A discussion of existing pool rules and the Boards’ ability to consistently enforce ensued.

New rules were proposed to include:

* No food or drink in the pool or on the pool deck.
* No glass containers within the fenced pool area.
* Pool card holder must be present with guests.
* No illegal activity (fighting, public intoxication, etc)

In addition: violators must be notified in writing via certified letter of the rule violation and given a 30 day warning period. After receipt of the warning letter, any further infraction will result in loss of access to the pool amenity. Monica moved to make these changes to pool rules and install the new due process warning letter. Erin seconded motion. Motion approved.

Monica further requested that all members assist in policing the pool. If violations are reported to the Board with time and date of violation, the video camera footage can be viewed to confirm that a violation occurred and identify the member, or guest, that committed the violation.

**OLD BUSINESS:**

Tennis/basketball court Renovation with Pickleball addition: Committee leader Drew Cantwell reported that he has unofficially received 3 bids ranging in area of $15K to $18K. Renovation/improvement would include moving of the south fence, repair of the surface, and application of new coating. Monica noted that the collection of annual dues is well underway and expects to be more able to determine financial viability of Court Renovation in August.

Committees Needed: Monica noted that assistance is needed for updates to the POA’s website. The site uses Word Press and Blue Host and modification to PayPal ability is desired. If anyone has any experience with coding, contact Monica. Monica also suggested a beautification committee would be helpful to identify properties that need clean-up or are in violation of county rules.

**OPEN FLOOR /DISCUSSION**: Monica opened the floor for to members.

Pickleball -One member asked for explanation of Pickleball and our Committee Chair obliged.

Boat storage facility - One member noted some problems with a boat storage facility next to her home. She was advised that POA has no authority, and encouraged her to work with facility owner.

Little Lending Library (LLL)- A member noted that the one at the clubhouse is not used and questioned whether it should be removed. Monica suggested that the existence of the LLL be promoted on the POA Facebook page and the website to see if usage increases before removal is considered. It was also noted that some repair of the plexiglass door to the LLL is needed.

Future Speakers: Alva asked for any requests for speakers (fire, police, etc.) from the members.

Lot with excessive junk - A member mentioned a fenced lot with excessive junk. Someone will look into whether a letter is required.

Possible Garage built without approval or permit – One member called a Canyon Bend garage to the attention to the Board. Erin will investigate.

Names and Addresses of Violations – Monica requested that no specific names or address be mentioned in an open meeting. Specific names and addresses may be presented directly to the Board.

National Night Out – Monica mentioned the date is the 1st Tuesday in October. We will discuss at the next meeting whether some activity can be planned for this event.

Fall Clean Up – Need to set a date for this that will not be in conflict with other events such as Halloween, veteran events, or lakeside cleanup.

Pool Closing for Season – Pool Director Debbie suggested leaving the pool open longer this season since it did not open until June 11. It was discussed, and the membership agreed that it could stay open longer if Debbie is willing and able to monitor the pool area.

**NO FURTHER DISCUSSION** – Monica adjourned the meeting at 8:03pm.