

**Westminster Glen Homeowners Association, Inc.**  
**2016 Annual Meeting Minutes**  
**River Place Country Club**  
**Tuesday, October 11, 2016**

**1. Introductions:**

The Board Members in attendance were Jim Rumbo, Tad Cole, Julie O'Shaughnessy, and Carolyn Beebe. Rick Shedenhelm was not present. The Goodwin Management, Association Manager, Karen Vaughn was also in attendance.

**2. Roll Call/Certifying of Proxies**

The meeting was called to order by Jim Rumbo, President at 6:35 p.m. It was established a quorum had not been met by the owners represented in person or by proxy. Per the Bylaws governing Westminster Glen, the Association may adjourn the meeting to reduce quorum requirements. The meeting was adjourned. It was decided instead of calling the meeting to order and then adjourning several times to meet quorum, the board would proceed with the meeting with the residents in attendance and the proxies that were obtained.

6:45 p.m. the meeting was called to order by Jim Rumbo.

**3. Proof of Notice of Meeting**

Karen Vaughn certified that the meeting notice was sent to residents.

**4. Approval of 2015 Annual Meeting Minutes**

Julie O'Shaughnessy made a motion to approve the minutes as written. Linda Solomon 2<sup>nd</sup> the motion. All in favor and the minutes were approved.

**5. Reports from Board of Directors and Committees**

- a. Jim Rumbo, President, included his report with the member's packet. Neighborhood Characterization, Notable Area Actions Impacting Westminster Glen, Initiatives, and Results were all reviewed with the residents present. Also included in the President's report was information on the Champion Tract Development and the rezoning of Tract 3.

It was noted the city's \$750,000 Bond Package does nothing to address traffic issues for the neighborhood. Residents were encouraged to show up at the November 3<sup>rd</sup> City Council Meeting to voice their opinion on the Champion Tract Development and the City of Austin Water project in the neighborhood.

- b. Tom Lebsack presented the Architectural Review Committee Report. There were 22 request and approvals this year with the average turnaround time of 3 days.
- c. Tom Lebsack presented the Website/Communications report. At the first of 2015 the website began with community information being found at [www.wmghoa.org](http://www.wmghoa.org).
- d. Carolyn Beebe provided the residents present with a summary report of the neighborhood traffic patrol results. This report included the number of stops and tickets issued in the neighborhood by the hired police patrols.

#### **6. Property Manager's Report**

Karen Vaughn, Property Manager, reviewed the report. The report includes the areas the Property Manager is responsible for, including all contractors and ensuring they have the proper liability insurance, compliance drivers (who drive the property every two weeks), and Security (police officers on property).

Karen explained the financial report to the residents and noted it shows the cash on hand the HOA has available. The landscaping cost is expected to be reduced. Karen mentioned she likes to meet with all vendors who work on the property.

#### **7. Election of Board Members**

Residents were asked if there were any nominations from the floor for Board Members. Tad Cole stated he would like to continue to serve on the board. He also spoke for Rick Shedenhelm, current board member out of the country, who would also like to continue serving on the board.

Linda Soloman was given the opportunity to speak to residents. She would like to serve on the board and gave her qualifications.

There were no further names from the floor, who wanted to run for election, so the vote was taken by written ballot from the residents.

The votes were counted and Tad Cole was reelected to the board and Linda Soloman was elected, both by majority vote.

#### **8. New/Unfinished Business**

There were no questions from residents. It was noted that the HOA Dues for next year would remain the same. It was also noted the HOA has \$210,000 in the reserve bank account.

#### **9. Adjournment**

A motion was made by Tad Cole to adjourn the meeting. Linda Soloman 2<sup>nd</sup> the motion. All were in favor and the meeting adjourned at 7:45 p.m.