

**OVERLOOK ESTATES
HOMEOWNERS' ASSOCIATION
P.O. BOX 200145
AUSTIN, TX. 78720
(512) 918-8100 Fax (512) 918-8121
Board of Directors Meeting Draft Minutes
February 18, 2016
3:00 p.m.
Preferred Association Management Company Offices
930 S. Bell Blvd., Suite 203
Cedar Park, TX. 78613**

Meeting Minutes

Call To Order

The meeting was called to order at 3:14 p.m.

Establishment of a Quorum

The Board was represented by David Reeves and Andrew Hunt. Lindy Fullwood was not present. The management company, Preferred Association Management Company, was represented by Mark Haggberg

Minutes

The Board reviewed the December 16, 2015 meeting minutes

A motion was made by David Reeves and seconded by Andrew Hunt to approve the December 16, 2015 meeting minutes. Motion carried unanimously.

Review Financials

The Board reviewed the January 2016 Financial Reports.

Homeowners Forum

There were no homeowner questions

Front Entrance Refurbishment

The Board discussed the need for upgrading the landscaping at the front entrance and the center islands.

A motion was made by David Reeves and seconded by Andrew Hunt to approve up to \$5000.00 for design and refurbishment of the front entry and center islands. Motion Carried Unanimously.

The Board asked the manager to get a bid to add plants and renovate the front entry.

New Business

The Board discussed the community concerns with vehicles parked on vacant lot near entrance of community.

The Board asked the manager to take pictures and write violations for any vehicles parked in that area.

Adjournment

The Meeting was adjourned at 3:47 p.m.