

**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 13, 2018 3:00 p.m.  
Preferred Association Management Company Offices  
1101 Arrow Point Drive #101  
Cedar Park, TX. 78613**

**Meeting Minutes**

**Call to Order**

The meeting was called to order at 3:05 p.m.

**Establishment of a Quorum**

The Board was represented by Rich Smith, Julie Hall, Jason Holmes

The management company, Preferred Association Management Company, was represented by Mark Haggberg

**Minutes**

The Board reviewed the October 13, 2017 meeting minutes

**A motion was made by Julie Hall and seconded by Rich Smith to approve the October 13, 2017 meeting minutes. The motion carried unanimously.**

**Review Financials**

The Board reviewed the January 31, 2018 Financial Reports.

**A motion was made by Rich Smith and seconded by Julie Hall to approve the moving of the CD from Compass Bank to Alliance Bank for a new 2-year CD. The motion carried unanimously.**

**Jason Holmes was chosen by the Board to review and approve the invoices.**

**Homeowners Forum**

There were no homeowner questions

**Bed Improvements.**

The Board reviewed the bid from Glassworks for \$1591.28 to enhance the community beds. This bid was approved by email vote.

**Adjournment**

The Meeting was adjourned to Executive Session at 3:23 p.m.

The meeting adjourned back to Open Session at 3:41 p.m.

There was no action taken in Executive Session

The meeting adjourned at 3:41 p.m.

The next Meeting is scheduled for May 15, 2018 at 3pm at PAMco