

**OVERLOOK ESTATES
HOMEOWNERS' ASSOCIATION
P.O. BOX 200145
AUSTIN, TX. 78720
(512) 918-8100 Fax (512) 918-8121
Board of Directors Meeting Draft Minutes
October 23, 2020 8:30 a.m.
Virtually**

Call to Order

The meeting was called to order in executive session at 8:33 a.m.

Establishment of a Quorum

The Board was represented by Cliff Hall, David Reeves, Justin Darden
The management company, Preferred Association Management Company, was represented by Mark Haggberg

Minutes

The Board reviewed the July 17, 2020 meeting minutes

A motion was made by David Reeves and seconded by Cliff Hall to approve the September 20, 2019 meeting minutes. The motion carried unanimously.

Review Financials

The Board reviewed the September 30, 2020 Financial Reports.

Landscaping

The Board asked the manager to get for annual mulch at the islands
Ballot and Virtual Meeting for Annual
Emails for David when invoices come in.

Budget

A motion was made by Cliff Hall and seconded by Justin Darden to approve the 2021 Budget
The motion approved unanimously

Management

Check the signage invoice
Ballot and Virtual Meeting for Annual
Emails for David when invoices come in.

Adjournment

A motion was made and seconded to adjourn open session at 9.31 a.m. the motion carried unanimously

Executive Session

Executive session opened at 9:31 a.m.
Executive session closed at 9:02 a.m.

No motions were made in executive session
Issues that were discussed were pertaining to community violations

A motion was made by David Reeves and seconded by Cliff Hall to close the meeting at 10:23 p.m.