

## Sky Lakes Section II Successor Building Committee

Meeting Minutes  
February 19, 2019

### Opening:

The regular meeting of the **Sky Lakes Section II Successor Building Committee** was called to order at **7:06pm** on **Monday, February 19, 2019** at **15615 Sandtrap Drive** by **Carla Kopech**.

### Present:

**Carla Kopech**  
**Bob Branyan**  
**Gary Rollings**  
**Daniel Peterman**  
**Shane Crawford**

### Absent:

Carla stated the primary duties and pending tasks of each officer which were distributed by email before the meeting. Each committee member gave a description of themselves and which area they might best serve on the board. An election was held immediately after and the following people will serve as follows:

Carla Kopech – President  
Bob Branyan – Vice President  
Shane Crawford – Secretary  
Daniel Peterman – Treasurer  
Gary Rollings - Counsel  
Carla Kopech and Daniel Peterman – WebMasters

The minutes from the annual meeting held at the Hockley Community Center were distributed by email prior to the meeting and were approved.

The Treasurer's Report was distributed by email prior to the meeting and were approved.

Several submitted proposals were reviewed by the board. A summary below is noted:

- Hardin Patio Cover – approved
- Cooper corral style fence – approved
- Stone pool addition – approved with condition that locks would be installed on interior of all gates
- Ortiz new build on lot 106 – requested additional information before finalizing review

Carla will notify the property owners of the above decisions and cc Shane.

Bob will contact Yancy Scott with the county to discuss community drainage in our community for areas of responsibility and improvement. Gary will identify any road maintenance issues and potential deed restriction violations that may need attention and report back to the committee for action. Bob and Gary will look into reported damaged culvert on Kitty Hawk.

Carla will update insurance policy with new board members and request addition of Daniel Peterman to the bank as an authorized signor before the next meeting. Carla and Daniel will prepare all documents to send to the accountant for tax preparation.

Carla will forward templates and specific instructions to each board member and meet individually as needed to train and complete pending tasks.

Meeting was adjourned at **8:45pm** by Carla Kopech. The next regular meeting will be at **7:00pm** on **March 18, 2019** at **15615 Sandtrap Drive** [home of Carla Kopech].

Minutes submitted by: Carla Kopech  
Approved by: