

Sky Lakes Section II
Successor Building Committee
P.O. Box 2018
Waller, TX 77484-2018
www.skylakes.com

BUILDING COMMITTEE MONTHLY MEETING MINUTES

Meeting Minutes: November 13, 2023

1. **CALL TO ORDER:** The meeting was called to order at 6:06 p.m. at the Branyan residence.
- **ROLL CALL: Present -**
 - Bob Branyan – President
 - Shane Crawford – Vice President
 - Kyle Stone – Vice President
 - Kim Jones - Secretary
 - Natalie McKnight – Treasurer
2. **QUORUM ESTABLISHED:** The Sky Lakes Section II Building Committee established quorum at 6:06 p.m.
3. **APPROVAL OF PRIOR MEETING MINUTES:** The meeting minutes from October 2023 were approved. Shane Crawford motioned to approve the minutes; Bob Branyan seconded the motion.
4. **OCTOBER 2023 TREASURER’S REPORT:**
 - a. Expenses YTD: \$9,735.87
 - b. Ending balance/checking: \$7,136.28
 - c. Reserves/savings (as of September 30, 2023): \$28,253.24Natalie McKnight motioned to approve the treasurer’s report; Bob Branyan seconded the motion.
5. **DISCUSS NEW CONSTRUCTION PROPOSALS:** One construction/modification was received by the board and will be approved upon property’s closing.
6. **REVIEW DEED RESTRICTION VIOLATIONS (ongoing and new):** An ongoing violation was discussed and will require follow-up and attorney notification.
7. **NEW EMAIL COMMUNICATIONS & ACTIONS:** Multiple transaction-related email requests were received and addressed during the past month.
8. **ATTORNEY UPDATES:** No attorney updates recorded for this period.
9. **MAINTENANCE FEES/ARREARS REPORT:** Five accounts remain in arrears totaling \$544.47 as of 10/31/2023.
10. **UPDATE REAR DRAINAGE/SPEEDING REMEDY OPTIONS (with Waller County):** Underground utilities are being located and marked before the County begins work on the rear drainage project. The data collected from counting strips installed at Club Dr. and Kitty Hawk does not support installation of a 3-way stop at this time.
11. **2023 PROJECTS/STATUS & UPDATES:** The association is assembling recommended documentation per attorney’s recommendation.
12. **NEW BUSINESS:** The date and location for the 2024 Annual Homeowners meeting was discussed; a meeting notification for meeting on January 23, 2024 will be sent out in December along with 2024 maintenance fees statements.
13. **NEXT MEETING DATE:** Upon election of three board members in January 2024, the new Building Committee will set a meeting date for February 2024.

The board meeting adjourned at 7:27 p.m. Shane Crawford motioned to adjourn; Bob Branyan seconded the motion.

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