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From: Cathy Brands <cathy.brands@gmail.com>
To: Bass Lake <members@blcrc.org>
Date: 05 Jan '18 10:04am
Subject: General Board Meeting January 4, 2018
Attach.: Joint Ownership WROS[2213].docx (11.34 KB)

Board members in attendance:

Kirk Wood	Cathy Brands	Bill Cloyd
Ron Jordan	Clayton Redding	Mack Blakely

Along with Board Members – there were at least 24 households represented at the meeting.

The meeting was opened in prayer by Lee Bjornson.

Kirk Wood opened the meeting by asking if everyone was getting the minutes. There are many not receiving the BLCRC email. Please check your spam and junk mail. After that, email Ed Soltes to see if your correct email is on the BLCRC email list.

Next, Kirk called for reports from the Board Members:

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Treasurer – Mack Blakely

We have approximately \$1500 at the end of the year. There is \$21,600 in our Savings account. Approximately half of the dues have been collected with more coming in today.

1. It was asked what our annual budget was – Mack responded \$38,000.

Maintenance - Bill Cloyd

1. An outlet of the west drain pump which had been run over by tractor was repaired in December.
2. Septic Systems were pumped in 2017. When Bill returns in April the systems will be checked again.
3. The Well was off because of the colder weather to prevent damage but is now on once more.
4. There has been work done on drainage between Lot 107 and Lot 108. Some Community members were involved in digging, laying a new drain pipe, then, new dirt was brought in to cover the area. Grass will be planted later after the dirt settles.

ACC – Clayton Redding

There have been two projects approved:

1. Ron Jordan – addition almost completed.
2. Vernon Schaab – A ramp was completed.

Vice President - Ron Jordan

Ron discussed that the Community Center is always open but we as members need to take responsibility when using it:

1. Make sure the thermostat is set down to 50 degrees as you leave.
2. Turn the coffee pot and lights off.
3. Along with emptying the trash can - watch the trash can liner – the bag slips down. Then it makes a mess and someone has to take it out and wash it out.
4. We are thankful for the volunteers who have been cleaning the Community Center. There is a sign up sheet posted in the Community Center. We need volunteers for April and beyond.

Secretary – Cathy Brands

1. Transfer of Membership – Wanda Massey did a wonderful job as our past secretary. Her background as a loan officer helped guide her decisions as secretary dealing with membership transfers. A strategic plan has been developed using what Wanda used in the past and what new legal information we have learned from TJ Jones for the future. Our Community has grown bringing new challenges. A flow sheet has been developed for membership transfers that all the officers will utilize. In addition, Mack Sorrells mentioned the flow sheet should be named Membership Transfer Transaction. Action Item: Cathy will make the change.
2. If you are planning on selling your membership (which might include a house) or you are thinking about it, know there are appropriate forms and a process. Get with Cathy Brands for more information.
3. In reviewing the files, there are several Lost Certificate Affidavits filed. If you have had a certificate replaced, then it is important for you to know the replacement is now the official certificate. If the original is found, keep it for your records in addition to the replacement (there will be different dates). If you have lost your certificate, get with Cathy Brands to start the process of replacement.
4. Outside of a Probated Will, a Right of Survivorship form is the easiest way to transfer a membership to the surviving spouse (along with the death certificate). A copy is attached. If you need a printed copy, these are available at request.
5. TJ Jones will be conducting a class that will be an overview of what it means to live in a community property state, wills, trusts (very briefly), non-probate assets and the probate process. Mark your calendars – Thursday, January 25th at 6:30 pm at the Community Center.
6. Pat Bjornson asked how does BLCRC handle dues when Membership Transfers?
 - a. Cathy responded that Mack Blakely prorates the dues and the Seller is refunded his share and the Buyer pays his portion.
7. Lonnie Green asked how does BLCRC handle property taxes when Membership Transfers?
 - a. Cathy responded that BLCRC does not get involved in the taxes with Smith County but advises the purchaser to notify Smith County of the change.
8. Lonnie Green voiced concern about the Seller's Disclosure Form (located on BLCRC's website). This form is to be completed when selling your house.
 - a. Cathy responded that Texas Law requires a Seller's Disclosure. This is to protect the Seller and BLCRC.
9. Pat Bjornson asked where are the files kept for each lot?
 - a. Cathy Brands answered that they are currently at her house. Files were to be moved to the Community Center Office at a later time. Much discussion ensued.
 - b. Action Item: A permanent safe place will be located.
 - c. Action Item: Jim Turman suggested a log be kept if anyone other than the secretary views the files. Protocol would allow that there be two which would allow for a witness.

Kirk Wood opened the floor for questions.

1. Pat Bjornson – When will the roads be repaired in BLCRC?
 - a. Bill Cloyd - Late in the year 2018 and then after January 2019. Once section at a time.
 - b. Kirk Wood – Mark Street has the most need for improvement because of soft spots. The contractor is aware and prepared to make the corrections.
 - c. Mack Blakely and Kirk Wood – addressed the reasoning for waiting until late 2018. It allows us to use budgeted money for two years and allows us to see if any other priority items surface first.
2. Lonnie Green – When was the last time we have tapped into the savings?
 - a. Mack Blakely said never.
 - b. Kirk Wood said a savings is important because you never know when you might have a financial issue (i.e. septic).
 - c. Mack Sorrells added that a rule of thumb for how much you should have in savings would be 3 years operating expenses.
3. Lee Bjornson – Based on all the new houses being built, do we have a plan for the increased traffic? Much discussion ensued with no answers.
 - a. Action Item – to be discussed further at the next Board meeting.
4. BJ Jones – Has the possibility for creating an enclosed area for our Community dumpster been considered?
 - a. Action Item: Kirk Wood – Asked BJ to investigate possibilities.
 - b. Cathy Brands – commented that she witnessed illegal dumping in our dumpster.
 - c. BJ Jones – commented on a future sign.
5. Valerie Myer – Have we heard of any repairs to County Road 424.
 - a. Kirk Wood – he hoped there would be repairs, but we don't have any information.

The Community was reminded to be in prayer for Ray Arthur who had surgery today and Sharon Crownover who has been in the hospital with heart issues. Also, Carrie Schaab is now home.

The Meeting was dismissed in prayer by Mack Sorrells.

Respectfully Submitted,

Cathy Brands

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