

Granada HOA Board Meeting Minutes

October 21, 2024

In-person meeting was held at the home of Mary Woodruff, 7928 El Dorado Dr, Austin, TX and was called to order at 6:45 PM.

Board members in attendance were Scott Budd, Sara Headden, Ryan Mikulenska, and Mary Woodruff. Lisa Cmerek, Linda Garner, Jen Martin and Roy Ribelin were not in attendance. Tennis court coordinator, Gina Budd presented to the board and resident guests included Sarah Matteson, and Laurie Mayor.

Approval of Meeting Minutes

- Due to a quorum of the board members not in attendance, the minutes of the HOA Board Meeting that was held on 09/16/2024 will be presented for approval at the next HOA meeting.

Resident Comments

- Sarah Matteson and Laurie Mayor attended the meeting to learn more about how the HOA works and where they might be able to help.
- A list of 'Ways to Help Granada HOA' was shared listing all the responsibilities as well as events and initiatives managed by the HOA board.

Website

- Mary Woodruff is currently able to make minor changes/updates to the WIX site. There are some updates that will need to be made to reflect the 2025 membership campaign that will kick off in January.
- Mary Woodruff and Gina Budd will collaborate to update the current website content.

Welcome Wagon

- No current updates. The board is still looking for a coordinator to monitor home sales and visit new residents.

Financials

- The following financial reports were provided by Lisa Cmerek. Copies are attached hereto for reference.
 - Balance Sheet as of 10/21/2024
 - Comparative Profit and Loss 01/01/2024 – 10/21/2024
- To determine the 2025 HOA and pool membership dues, the board needs to review the 2024 operating costs along with historical membership data. A current statement from our pool service provider is needed to generate this report. Ryan Mikulenska to follow up.

Membership

- A HOA Membership Report as of 10/21/2024 was presented by Mary Woodruff for review and discussion. A copy is attached hereto for reference.

2024 Events

- Truck or Treat (10/26) – Linda Garner
- Craft Fair (12/7) – Sara Headden
- Santa in the Park (12/14) – Mary Woodruff

Park

- Winter plans are to replace the basketball goals and to repair/replace the walking bridge.

Pool

- The pool closing date is October 30, 2024. The pool attendants will do a clean-up and the pool service company will prepare for winterization.
- Scott Budd will be meeting with the pool service provider next week to assess supplies and determine what needs to be purchased.
- There seems to be an issue with the large pump at the pool and it may need to be replaced.
- Currently all lighting is off at the pool in response to a concern addressed by a neighbor. The board will plan a visit to the pool to assess how to effectively light the area for safety and security. Once that is determined quotes can be obtained for possible modifications.

Tennis Court

- A MOTION TO APPROVE the replacement of the tennis court net posts and tennis net was submitted via text by Scott Budd on 10/14/2024. The proposal from Dobbs Tennis Court, Inc. included \$1,605.74 for removing the existing posts and installing new net posts into concrete. The proposal also included \$319.34 to provide and install a new double center net. The motion was seconded by Linda Garner and unanimously approved.
- Gina Budd presented a pricing comparison of tennis courts in the area which were all significantly more than Granada Hills. To ensure that there is adequate court time available to Granada residents, the board is considering an increase to \$400 for a 2025 non-resident tennis membership. Non-resident memberships to be limited to a maximum of 10 non-residents and the tennis court usage by Granada Hills residents to be continually monitored and non-resident memberships adjusted as necessary.

Communications

- Sara Headden reviewed the analytics on the e-newsletter and the data supports that this new format using SMORE seems to be effectively reaching residents.

Board Member Transition

- The board members whose term will expire in January 2025 are Scott Budd, Lisa Cmerek, Linda Garner, Sara Headden, Jen Martin, and Roy Ribelin. Ryan Mikulenka and Mary Woodruff's terms expire in January 2026.

Other Business

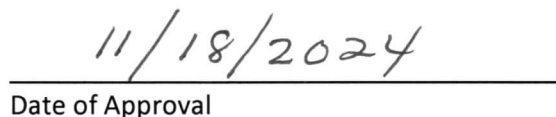
- Ryan Mikulenka has contacted Oak Hills Methodist Church regarding the use of their community meeting room for our annual meeting on 01/20/2025 @ 6:00 – 8:00 PM and is waiting on a response.
- Next HOA Board meeting is 11/18/2024.]

Adjourned

- Meeting was adjourned at 8:30 PM

Minutes prepared by Mary Woodruff, Secretary


Mary Woodruff, Secretary


Date of Approval



Monthly Board Meeting Agenda – October 2024

10.21.2024 – 6:30 PM – @ Mary Woodruff's House

Call to Order

Approval of Meeting Minutes

Resident Comments

Website

Welcome Wagon

Financials

Membership Update

2024 Events

- Halloween
 - Trunk or Treat: Saturday, 10/26, Starts at 4:30 PM
- Craft Fair

Park

Tennis Court

Pool

Communications – E-Newsletter

Board Member Transition

Other Business:

BOARD

- Meet monthly to help make decisions, review finances, plan events, etc.

EVENTS:

- Easter, Cinco de Mayo / Pool opening, 4th of July, Trunk or Treat, Craft Fair, Christmas in the Park
- It's My Park Day
- Semi-annual garage sales
- Annual meeting
- Other pop-up events - Movie Nights, Fun Runs, etc.

MEMBERSHIP (HOA, POOL & TENNIS COURT):

- Receipt and tracking of membership payments & contact information
- Annual membership drives and mailers
- Processing, maintenance & improvement of membership, management, platforms, etc. (Google Workspace, PayPal/Stripe)

COMMUNICATION:

- Emails
- Mailings
- Newsletter (Smore)
- Graphics (flyers, images, etc)
- Social media
- Website (WIX, Webform, NameCheap DNS, Docusign)

GROUNDS:

- Pool operations and equipment maintenance
- Tennis court reservation system and court maintenance
- Park landscaping and maintenance
- Grounds improvement

OUTREACH:

- Welcome wagon – identifying new residents and visit with HOA gift
- Phone calls & door to door
- New entryway capital fundraising project
- Business sponsorships
- Tabling

ADVOCACY

- OHP developments
- Firewise
- OHAN meetings
- Property tax adjustments
- Meet with representatives

Granada Hills Home Owners Association

Balance Sheet

As of October 21, 2024

	TOTAL		
	AS OF OCT 21, 2024	AS OF OCT 21, 2023 (PY)	CHANGE
ASSETS			
Current Assets			
Bank Accounts			
1000 Association Cash Balance	77,039.64	77,078.03	-38.39
1001 Pool Cash Balance	9,078.87	-611.68	9,690.55
Total Bank Accounts	\$86,118.51	\$76,466.35	\$9,652.16
Other Current Assets			
1310 Prepaid sales tax	23.61	23.61	0.00
1330 Tax Pre Payments/Refunds	375.00	375.00	0.00
Total Other Current Assets	\$398.61	\$398.61	\$0.00
Total Current Assets	\$86,517.12	\$76,864.96	\$9,652.16
Fixed Assets			
1590 Land	12,621.00	12,621.00	0.00
Association	6,074.68	7,680.68	-1,606.00
Pool	2,288.00	3,483.00	-1,195.00
Total Fixed Assets	\$20,983.68	\$23,784.68	\$ -2,801.00
TOTAL ASSETS	\$107,500.80	\$100,649.64	\$6,851.16
LIABILITIES AND EQUITY			
Liabilities			
Total Liabilities			\$0.00
Equity			
3900 Reserves - Association	82,697.65	86,405.93	-3,708.28
Net Income	24,803.15	14,243.71	10,559.44
Total Equity	\$107,500.80	\$100,649.64	\$6,851.16
TOTAL LIABILITIES AND EQUITY	\$107,500.80	\$100,649.64	\$6,851.16

Granada Hills Home Owners Association

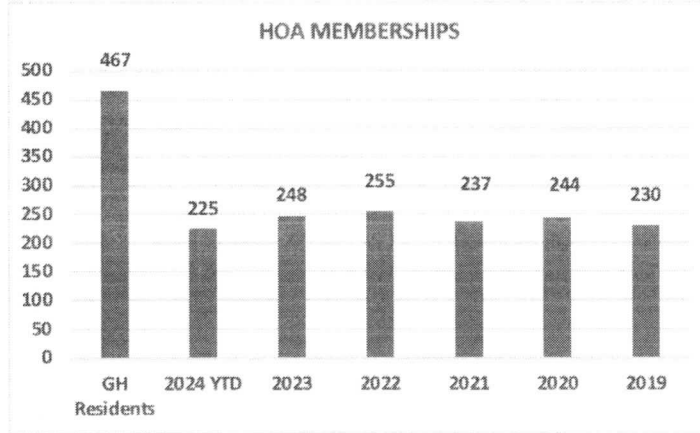
Comparative Profit and Loss

January 1 - October 21, 2024

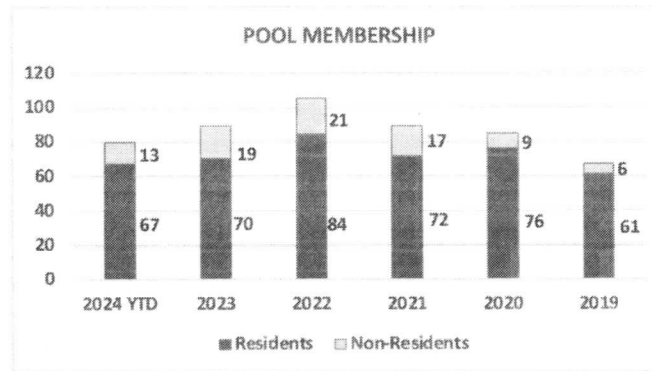
	ASSOCIATION		POOL		TOTAL	
	JAN 1 - OCT 21, 2024	JAN 1 - OCT 21, 2023 (PY)	JAN 1 - OCT 21, 2024	JAN 1 - OCT 21, 2023 (PY)	JAN 1 - OCT 21, 2024	JAN 1 - OCT 21, 2023 (PY)
Income						
4010 Annual Dues	35,230.00	34,840.00			\$35,230.00	\$34,840.00
4020 Pool revenue			27,925.00	30,385.00	\$27,925.00	\$30,385.00
4024 Pool refundable deposits	70.25		150.00	100.00	\$220.25	\$100.00
4025 Tennis Court Rental	560.00	960.00			\$560.00	\$960.00
4030 Ad Newsletter	20.00	655.00			\$20.00	\$655.00
4031 Vendor fees - Craft Fair	120.00				\$120.00	\$0.00
4032 Raffle Tickets		100.00			\$0.00	\$100.00
4040 Donations	2,370.00	1,055.00			\$2,370.00	\$1,055.00
Total Income	\$38,370.25	\$37,610.00	\$28,075.00	\$30,485.00	\$66,445.25	\$68,095.00
GROSS PROFIT	\$38,370.25	\$37,610.00	\$28,075.00	\$30,485.00	\$66,445.25	\$68,095.00
Expenses						
1990 Suspense		60.61			\$0.00	\$60.61
5010 Neighborhood Activities	1,612.49	1,785.63	108.53	129.43	\$1,721.02	\$1,915.06
5020 Communications	619.74	1,914.88			\$619.74	\$1,914.88
5030 Park Expenses	2,195.57	2,580.77			\$2,195.57	\$2,580.77
5040 Tennis Court	20.35	1,287.04			\$20.35	\$1,287.04
5052 Pool Area Maintenance			2,867.38	1,942.47	\$2,867.38	\$1,942.47
5101 Pool attendants			2,780.00	5,900.00	\$2,780.00	\$5,900.00
5200 Improvements	467.03				\$467.03	\$0.00
5210 Repairs & Maintenance	464.24	4,630.97	1,926.19		\$2,390.43	\$4,630.97
5221 Cleaning & chemicals			5,046.32	14,963.46	\$5,046.32	\$14,963.46
5230 Supplies	850.42				\$850.42	\$0.00
5240 Landscaping	4,817.14	2,227.24			\$4,817.14	\$2,227.24
5421 Website expenses	274.40	69.60			\$274.40	\$69.60
5570 Security				29.77	\$0.00	\$29.77
5572 Portable toilet	1,787.83	1,787.83			\$1,787.83	\$1,787.83
5590 Professional fees		565.04			\$0.00	\$565.04
5710 Insurance	3,414.00	3,158.51	3,414.00	3,158.49	\$6,828.00	\$6,317.00
5720 Computer software & services	575.64				\$575.64	\$0.00
5750 Office Supplies	32.46	42.64	46.56		\$79.02	\$42.64
5770 Utilities	1,625.22	1,534.56	5,041.07	3,920.40	\$6,666.29	\$5,454.96
5810 Bank Fee	20.00				\$20.00	\$0.00
5811 PayPal fees	1,635.52	1,677.09			\$1,635.52	\$1,677.09
5940 Taxes		175.78			\$0.00	\$175.78
5944 Licenses				309.08	\$0.00	\$309.08
Total Expenses	\$20,412.05	\$23,498.19	\$21,230.05	\$30,353.10	\$41,642.10	\$53,851.29
NET OPERATING INCOME	\$17,958.20	\$14,111.81	\$6,844.95	\$131.90	\$24,803.15	\$14,243.71
NET INCOME	\$17,958.20	\$14,111.81	\$6,844.95	\$131.90	\$24,803.15	\$14,243.71

GRANADA HILLS HOA BOARD MEETING

October 21, 2024



	2024 YTD	2023	2022	2021	2020	2019
Dues	\$33,880	\$37,780	\$35,034	\$26,292	\$27,032	\$25,540
Donations	\$2,235	\$1,365	\$2,093			
Raffle		\$320				



	2024 YTD	2023	2022	2021	2020	2019
Residents	\$19,965	\$20,445	\$25,635	\$21,700	\$21,310	\$17,900
Non-Residents	\$4,445	\$8,325	\$9,515	\$6,010	\$3,420	\$1,985
Pool Parties	\$1,750	\$1,775	\$1,925			