

## Granada HOA Board Meeting Minutes

December 19, 2022

In-person meeting was held at the home of Lisa Cmerek, 7914 El Dorado Dr, Austin, TX and was called to order at 7:11 PM.

Board members in attendance: Lisa Cmerek, Linda Garner, Sara Headden, Ryan Mikulenska, Mary Woodruff; not attending: Scott Budd, Jen Martin, Roy Ribelin; resident guest: John Serrao.

### Approval of Meeting Minutes

- MOTION TO APPROVE the minutes of the HOA Board Meetings held on 11/28/2022 was made by Sara Headden, seconded by Lisa Cmerek and unanimously approved.

### 2023 Membership Raffle

- A MOTION TO APPROVE a 2023 Membership Raffle as detailed below was made by Jen Martin (email) on 12/15/22 and seconded by Ryan Mikulenska, the motion was approved by Scott Budd, Lisa Cmerek, Linda Garner, Sara Headden and Mary Woodruff.
  - 1) approve the flyer as submitted; Roy Ribelin will have printed and distributed to the neighborhood.
  - 2) approve a \$500 budget from the HOA to purchase a fire pit and Yeti cooler for the prizes, and the HOA will donate one pool membership.
  - 3) have the drawing at the annual meeting to give away all of the prizes both donated and purchased
  - 4) have a table Saturday at the Christmas party just like at the craft fair promoting the HOA, raffle and meeting,

### Resident Comments

- John Serrao, 9119 Granada Hills Drive attended the board meeting to learn more about how the HOA works and was looking for information on the availability of fiber internet in Granada Hills. He offered to explore what options might be available now or in the future and report back to the board. Also offered to assist with website if help was needed.

### Membership Updates

- A HOA Membership Report as of 12/19/2022 was presented for review and discussion. A copy is attached hereto for reference.
- Ryan Mikulenska will ask Scott Budd to have a sign made reminding residents that it is time to pay their membership dues; the sign will hang on the Granada Hills sign at El Rey and Espanola. "Time to Pay HOA Dues – [www.gradahillshoa.org](http://www.gradahillshoa.org)"
- Payment Options – Discussed providing residents with a QR code that takes them to the GH HOA / Membership website rather than to PayPal which provides only a free form pay amount field. A link through the HOA website to the store front for payment will note the 2023 membership rates. Mary Woodruff to explore how to create a QR Code.
- Raffle Update – No one from the raffle committee was present to report.

### Holiday Events

- The Christmas events ... Craft Fair and Christmas in the Park ... were both successful and well attended by residents. These will be events that are included in our 2023 event schedule.
- The topic of offering a pool membership to Nicolle Ramia as a thank you for all the things she does to support the Granada Hill events. To be discussed and voted on at a future board meeting.

### Park

- No update provided.

### Pool

- No update provided.

### Tennis Court

- No updates provided.
- The Tennis Coordinator will be asked to solicit and updated quote for any repairs needed along with the restriping the court to accommodate/comingle pickle ball.

### Financials

- The following financial reports were provided by Linda Garner/ Lisa Cmerek. Copies are attached hereto for reference.
  - Budget vs Actuals – Jan-Dec 2021
  - Balance Sheet as of 12/19/2022
  - Profit and Loss 1/1/2022 – 12/19/2022
- 2023 draft budget to include a flat 10% increase to address inflation costs and a reserve account for a new entry sign.

### Board Member Transition

- The following officer terms will expire in 2023 ... Scott Budd, Lisa Cmerek, Linda Garner, Sara Headden, Jen Martin and Roy Ribelin. All have expressed interest in accepting another 2-year term.

### Annual Meeting

- Sunday, 1/22/2023 – 2:00 PM @ Still Waters Retreat Center (indoor facility)
- Slide deck from 2022 to be updated.
- Sign in sheets to include option for residents to express interest in working on a committee.

### Other Business

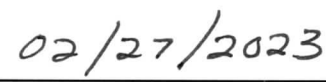
- Topics for February board meeting: Planning for 2023 neighborhood events; reorganization of Welcome Wagon committee.

### Adjourned

Meeting was adjourned at 9:50 PM

Minutes prepared by Mary Woodruff, Secretary

  
\_\_\_\_\_  
Mary Woodruff, Secretary

  
\_\_\_\_\_  
Date of Approval

## **Granada Hills HOA**

Monthly Board Meeting Agenda – December 2022

12.19.2022 – 7:00 PM – @ Lisa Cmerek's House – 7914 El Dorado Dr.

Call to Order

Approval of Meeting Minutes

Resident Comments

Membership Update

- Payment Options – Update (paypal)
- Raffle - Update

Holiday Events

- Christmas Event Recap
  - Craft Fair
  - Christmas in the Park
  - Future Events

Park

Pool

Tennis Court

Financials

- Update and 2022 Spending Needs for Taxes
- **2023 Budget**

Board Member Transition

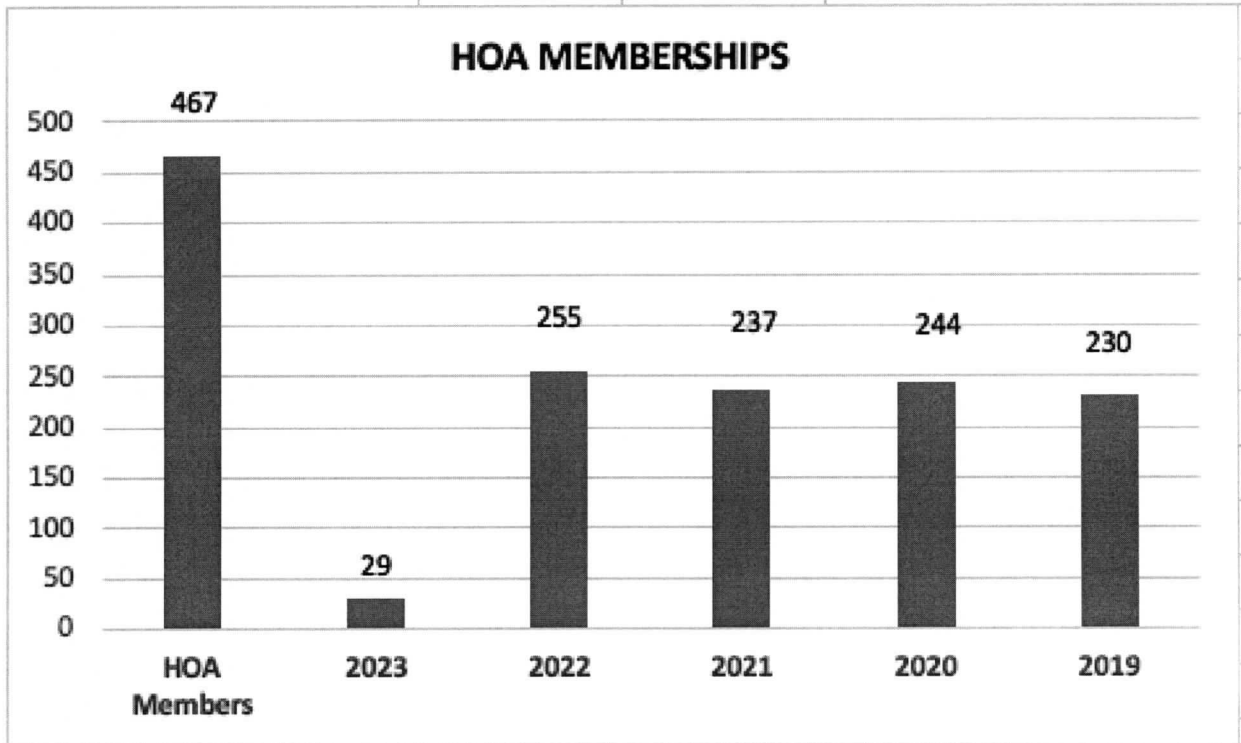
Annual Meeting

- 1/22/2022 -2:00 PM @ Still Waters Indoor Room
- Slide Deck and A/V

Other Business:

**GRANADA HILLS HOA  
BOARD MEETING**

December 19, 2022



	2023	2022	2021	2020	2019
<b>Dues</b>	\$4,500	\$35,034	\$26,292	\$27,032	\$25,540
<b>Donations</b>	\$190	\$2,093			
<b>Raffle</b>	\$260				

# Granada Hills Home Owners Association

## Balance Sheet As of December 19, 2022

	TOTAL		
	AS OF DEC 19, 2022	AS OF DEC 31, 2021 (PP)	CHANGE
<b>ASSETS</b>			
Current Assets			
Bank Accounts			
1000 Association Cash Balance			
1020 Assn Checking- BoA - *3634	63,233.93	34,902.95	28,330.98
1021 (To)From pool acct	-269.64	8,540.08	-8,809.72
<b>Total 1000 Association Cash Balance</b>	<b>62,964.29</b>	<b>43,443.03</b>	<b>19,521.26</b>
1001 Pool Cash Balance			
1030 Pool Checking - BoA - *3777	1,105.59	2,973.80	-1,868.21
1031 (To)From Association acct	269.64	-8,540.08	8,809.72
<b>Total 1001 Pool Cash Balance</b>	<b>1,375.23</b>	<b>-5,566.28</b>	<b>6,941.51</b>
<b>Total Bank Accounts</b>	<b>\$64,339.52</b>	<b>\$37,876.75</b>	<b>\$26,462.77</b>
Other Current Assets			
1310 Prepaid sales tax	23.61	25.90	-2.29
1330 Tax Pre Payments/Refunds	724.00	724.00	0.00
<b>Total Other Current Assets</b>	<b>\$747.61</b>	<b>\$749.90</b>	<b>\$ -2.29</b>
<b>Total Current Assets</b>	<b>\$65,087.13</b>	<b>\$38,626.65</b>	<b>\$26,460.48</b>
Fixed Assets			
1590 Land	12,621.00	12,621.00	0.00
Association			
1500 Association Assets	118,047.63	118,047.63	0.00
1600 Accumulated Depreciation - Assn	-108,333.95	-108,333.95	0.00
<b>Total Association</b>	<b>9,713.68</b>	<b>9,713.68</b>	<b>0.00</b>
Pool			
1530 Pool Assets	161,150.00	161,150.00	0.00
1630 Accumulated depreciation - pool	-155,881.00	-155,881.00	0.00
<b>Total Pool</b>	<b>5,269.00</b>	<b>5,269.00</b>	<b>0.00</b>
<b>Total Fixed Assets</b>	<b>\$27,603.68</b>	<b>\$27,603.68</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$92,690.81</b>	<b>\$66,230.33</b>	<b>\$26,460.48</b>
<b>LIABILITIES AND EQUITY</b>			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Texas State Comptroller Payable	55.17	52.88	2.29
Tax paid on resale items	-55.17	-52.88	-2.29
<b>Total Texas State Comptroller Payable</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Liabilities</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Equity			

# Granada Hills Home Owners Association

## Balance Sheet

As of December 19, 2022

	TOTAL		
	AS OF DEC 19, 2022	AS OF DEC 31, 2021 (PP)	CHANGE
3900 Reserves - Association	66,501.71	66,501.71	0.00
3910 Reserves - Pool	-271.38	-271.38	0.00
Net Income	26,460.48		26,460.48
<b>Total Equity</b>	<b>\$92,690.81</b>	<b>\$66,230.33</b>	<b>\$26,460.48</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$92,690.81</b>	<b>\$66,230.33</b>	<b>\$26,460.48</b>

## Granada Hills Home Owners Association

### Profit and Loss January 1 - December 19, 2022

	ASSOCIATION		POOL		TOTAL	
	JAN 1 - DEC 19, 2022	JAN 1 - DEC 19, 2021 (PY)	JAN 1 - DEC 19, 2022	JAN 1 - DEC 19, 2021 (PY)	JAN 1 - DEC 19, 2022	JAN 1 - DEC 19, 2021 (PY)
<b>Income</b>						
4010 Annual Dues	39,492.00	26,466.00			\$39,492.00	\$26,466.00
4011 Next year's dues	360.00	120.00			\$360.00	\$120.00
4020 Pool revenue			175.00		\$175.00	\$0.00
4021 Pool Membership Fee			34,860.00	28,674.00	\$34,860.00	\$28,674.00
4022 Pool Rental			2,455.00	1,325.00	\$2,455.00	\$1,325.00
<b>Total 4020 Pool revenue</b>			<b>37,490.00</b>	<b>29,999.00</b>	<b>\$37,490.00</b>	<b>\$29,999.00</b>
4025 Tennis Court Rental	980.00	920.00			\$980.00	\$920.00
4030 Ad Newsletter	350.00	75.00			\$350.00	\$75.00
4031 Vendor fees - Craft Fair	400.00				\$400.00	\$0.00
4032 Raffle Tickets	260.00				\$260.00	\$0.00
4040 Donations	1,725.00	1,612.00		75.00	\$1,725.00	\$1,687.00
4043 Misc.		360.00			\$0.00	\$360.00
4044 New Entrance Sign	483.00				\$483.00	\$0.00
<b>Total 4040 Donations</b>	<b>2,208.00</b>	<b>1,972.00</b>		<b>75.00</b>	<b>\$2,208.00</b>	<b>\$2,047.00</b>
4050 Merchandise Sales (Taxable)	37.71				\$37.71	\$0.00
<b>Total Income</b>	<b>\$44,087.71</b>	<b>\$29,553.00</b>	<b>\$37,490.00</b>	<b>\$30,074.00</b>	<b>\$81,577.71</b>	<b>\$59,627.00</b>
<b>GROSS PROFIT</b>	<b>\$44,087.71</b>	<b>\$29,553.00</b>	<b>\$37,490.00</b>	<b>\$30,074.00</b>	<b>\$81,577.71</b>	<b>\$59,627.00</b>
<b>Expenses</b>						
1990 Suspense	13.07	693.90			\$13.07	\$693.90
5010 Neighborhood Activities	123.00				\$123.00	\$0.00
5011 Board Meeting Expenses	466.50	346.50			\$466.50	\$346.50
5012 Garage Sale		32.38			\$0.00	\$32.38
5014 Halloween	56.25				\$56.25	\$0.00
5015 July 4th	610.15	875.21			\$610.15	\$875.21
5016 Movie Night	26.10				\$26.10	\$0.00
5017 Welcome Wagon	395.00	721.27			\$395.00	\$721.27
5018 Brush and bulk pick up	2,040.91				\$2,040.91	\$0.00
5019 Other	595.19	641.02		200.00	\$595.19	\$841.02
<b>Total 5010 Neighborhood Activities</b>	<b>4,313.10</b>	<b>2,616.38</b>		<b>200.00</b>	<b>\$4,313.10</b>	<b>\$2,816.38</b>
5020 Communications					\$0.00	\$0.00
5021 Newsletter	2,407.13	1,464.74			\$2,407.13	\$1,464.74
<b>Total 5020 Communications</b>	<b>2,407.13</b>	<b>1,464.74</b>			<b>\$2,407.13</b>	<b>\$1,464.74</b>
5030 Park Expenses	68.47	1,176.65			\$68.47	\$1,176.65

## Granada Hills Home Owners Association

### Profit and Loss

January 1 - December 19, 2022

	ASSOCIATION		POOL		TOTAL	
	JAN 1 - DEC 19, 2022	JAN 1 - DEC 19, 2021 (PY)	JAN 1 - DEC 19, 2022	JAN 1 - DEC 19, 2021 (PY)	JAN 1 - DEC 19, 2022	JAN 1 - DEC 19, 2021 (PY)
5040 Tennis Court	813.79	495.34			\$813.79	\$495.34
5052 Pool Area Maintenance			834.93		\$834.93	\$0.00
5101 Pool attendants			4,000.00	4,800.00	\$4,000.00	\$4,800.00
5210 Repairs & Maintenance	2,478.80	1,043.54	76.98	1,349.30	\$2,555.78	\$2,392.84
5220 Subcontracted services			760.00		\$760.00	\$0.00
5221 Cleaning			15,175.75	16,378.81	\$15,175.75	\$16,378.81
5230 Supplies		34.53	1,033.04	620.57	\$1,033.04	\$655.10
5240 Landscaping	4,684.58	3,770.81			\$4,684.58	\$3,770.81
5300 Capital Expenditures		3,200.95			\$0.00	\$3,200.95
5421 Website expenses	509.68	69.60			\$509.68	\$69.60
5570 Security			737.18	627.85	\$737.18	\$627.85
5572 Portable toilet	1,993.84	1,419.68			\$1,993.84	\$1,419.68
5680 Outside Organization Dues	200.00	175.00			\$200.00	\$175.00
5710 Insurance	3,035.50	3,833.00	3,041.50	4,106.00	\$6,077.00	\$7,939.00
5740 Postage and Delivery		11.00			\$0.00	\$11.00
5750 Office Supplies	570.30	168.65			\$570.30	\$168.65
5770 Utilities					\$0.00	\$0.00
5760 Telephone			839.75	865.91	\$839.75	\$865.91
5771 Electric	1,471.13	1,506.58	2,429.98	2,399.14	\$3,901.11	\$3,905.72
5773 Water	192.00	192.00	1,592.61	887.92	\$1,784.61	\$1,079.92
<b>Total 5770 Utilities</b>	<b>1,663.13</b>	<b>1,698.58</b>	<b>4,862.34</b>	<b>4,152.97</b>	<b>\$6,525.47</b>	<b>\$5,851.55</b>
5811 PayPal fees	1,817.35	1,000.34			\$1,817.35	\$1,000.34
5940 Taxes					\$0.00	\$0.00
5943 Property taxes	0.00		26.77		\$26.77	\$0.00
<b>Total 5940 Taxes</b>	<b>0.00</b>		<b>26.77</b>		<b>\$26.77</b>	<b>\$0.00</b>
5944 Licenses		90.00			\$0.00	\$90.00
5951 Permit		167.89			\$0.00	\$167.89
<b>Total Expenses</b>	<b>\$24,568.74</b>	<b>\$23,130.58</b>	<b>\$30,548.49</b>	<b>\$32,235.50</b>	<b>\$55,117.23</b>	<b>\$55,366.08</b>
<b>NET OPERATING INCOME</b>	<b>\$19,518.97</b>	<b>\$6,422.42</b>	<b>\$6,941.51</b>	<b>\$ -2,161.50</b>	<b>\$26,460.48</b>	<b>\$4,260.92</b>
<b>NET INCOME</b>	<b>\$19,518.97</b>	<b>\$6,422.42</b>	<b>\$6,941.51</b>	<b>\$ -2,161.50</b>	<b>\$26,460.48</b>	<b>\$4,260.92</b>



# Granada Hills Home Owners Association

## Profit and Loss

January 1 - December 19, 2022

	ASSOCIATION	POOL	TOTAL
<b>Income</b>			
4010 Annual Dues	39,492.00		\$39,492.00
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4020 Pool revenue		175.00	\$175.00
4021 Pool Membership Fee		34,860.00	\$34,860.00
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4025 Tennis Court Rental	980.00		\$980.00
4030 Ad Newsletter	350.00		\$350.00
4031 Vendor fees - Craft Fair	400.00		\$400.00
4032 Raffle Tickets	260.00		\$260.00
4040 Donations	1,725.00		\$1,725.00
4044 New Entrance Sign	483.00		\$483.00
<b>Total 4040 Donations</b>	<b>2,208.00</b>		<b>\$2,208.00</b>
4050 Merchandise Sales (Taxable)	37.71		\$37.71
<b>Total Income</b>	<b>\$44,087.71</b>	<b>\$37,490.00</b>	<b>\$81,577.71</b>
<b>GROSS PROFIT</b>	<b>\$44,087.71</b>	<b>\$37,490.00</b>	<b>\$81,577.71</b>
<b>Expenses</b>			
1990 Suspense	13.07		\$13.07
5010 Neighborhood Activities	123.00		\$123.00
5011 Board Meeting Expenses	466.50		\$466.50
5014 Halloween	56.25		\$56.25
5015 July 4th	610.15		\$610.15
5016 Movie Night	26.10		\$26.10
5017 Welcome Wagon	395.00		\$395.00
5018 Brush and bulk pick up	2,040.91		\$2,040.91
5019 Other	595.19		\$595.19
<b>Total 5010 Neighborhood Activities</b>	<b>4,313.10</b>		<b>\$4,313.10</b>
5020 Communications			\$0.00
5021 Newsletter	2,407.13		\$2,407.13
<b>Total 5020 Communications</b>	<b>2,407.13</b>		<b>\$2,407.13</b>
5030 Park Expenses	68.47		\$68.47
5040 Tennis Court	813.79		\$813.79
5052 Pool Area Maintenance		834.93	\$834.93
5101 Pool attendants		4,000.00	\$4,000.00
5210 Repairs & Maintenance	2,478.80	76.98	\$2,555.78
5220 Subcontracted services		760.00	\$760.00
5221 Cleaning		15,175.75	\$15,175.75
5230 Supplies		1,033.04	\$1,033.04
5240 Landscaping	4,684.58		\$4,684.58
5421 Website expenses	509.68		\$509.68
5570 Security		737.18	\$737.18
5572 Portable toilet	1,993.84		\$1,993.84

# Granada Hills Home Owners Association

## Profit and Loss

January 1 - December 19, 2022

	ASSOCIATION	POOL	TOTAL
5680 Outside Organization Dues	200.00		\$200.00
5710 Insurance	3,035.50	3,041.50	\$6,077.00
5750 Office Supplies	570.30		\$570.30
5770 Utilities			\$0.00
5760 Telephone		839.75	\$839.75
5771 Electric	1,471.13	2,429.98	\$3,901.11
5773 Water	192.00	1,592.61	\$1,784.61
<b>Total 5770 Utilities</b>	<b>1,663.13</b>	<b>4,862.34</b>	<b>\$6,525.47</b>
5811 PayPal fees	1,817.35		\$1,817.35
5940 Taxes			\$0.00
5943 Property taxes	0.00	26.77	\$26.77
<b>Total 5940 Taxes</b>	<b>0.00</b>	<b>26.77</b>	<b>\$26.77</b>
<b>Total Expenses</b>	<b>\$24,568.74</b>	<b>\$30,548.49</b>	<b>\$55,117.23</b>
<b>NET OPERATING INCOME</b>	<b>\$19,518.97</b>	<b>\$6,941.51</b>	<b>\$26,460.48</b>
<b>NET INCOME</b>	<b>\$19,518.97</b>	<b>\$6,941.51</b>	<b>\$26,460.48</b>