

Mission Manor Homeowners Association, Inc.

1571 GASTEL DRIVE, MISSION, TEXAS 78572

December 18, 2025

5:30 pm - Community Room

This Special meeting of the Board of Directors was called to order at 5:50 pm. In attendance were board members Hal Foraker – Vice-President who participated via phone, Janie Ponce – Treasurer, Linda Tweet – Financial Secretary, and Connie Garza - Acting Recording Secretary. Also in attendance were residents Janie Weaver – Chairperson of the Welfare Committee, Elaine Botelho, Mike Botelho and Larry Oster.

Director Janie Ponce welcomed the Board members and residents present.

Annual Meeting Update

Annual Meeting will be held on Saturday February 7, 2026 at 1:00 PM @ Speer Memorial Library. A room has been reserved and will be available by 11:00 AM.

Budget as approved at the December 11, 2025 annual meeting.

Ballot Questions

Question 1 Assignment of Rights

Director L. Tweet has motioned to not proceed with assignment of rights and Director H Foraker seconded the motion. All voted in favor. Motion carries.

Question 2 HOA Special Assessment

Director L. Tweet made a motion to have a \$70.00 HOA Special Assessment to make sure that all costs incurred are covered. Director J. Ponce seconded the motion. All were in favor. Motion carried.

Shall there be a one-time Special Assessment for the purpose of spa (hot tub) repair and renovation in the amount of \$70.00 Special Assessment shall be payable in full by each member on or before April 1, 2026. However, upon a written request to the member and in cases of hardship, the Board of Directors may allow two equal payments of \$35.00 on a schedule as determined by the board.

This gives the board the authority to take two payments which is not allowed normally under the payment plan.

Director L. Tweet made a motion to accept how the ballot question will read for the HOA Special Assessment. Director J. Ponce seconded the motion. Motion carried.

Question 3 HOA Dues Increase

Shall the annual assessment (dues of the association) as payable by each member be increased by ninety dollars (\$90.00) from the current three hundred and seventy dollars (\$370.00) to a new annual assessment amount of four hundred and sixty dollars (\$460.00). The effective date will be January 1, 2027.

Director L. Tweet made a motion to accept how the ballot question will read for the HOA dues increase. Director J. Ponce seconded the motion. Motion carried.

Other Business

No new business.

Adjournment

Next Regular Board Meeting will be held on January 15, 2026 @ 5:30 PM in the Community Room. A special called meeting will be held on January 29, 2026 @ 5:30 pm in the Community Room. The special called meeting is to do a final review prior to the Annual Meeting.

A motion for adjournment was made by Director J. Ponce and seconded by Director H. Foraker. Motion carried. The meeting was adjourned at 5:56 pm.