

MISSION MANOR

Homeowners Association, Inc.

1571 Gastel Drive, Mission, Texas 78572

June 19, 2025 - 6:00 pm - Community Room

This monthly meeting of the Board of Directors was called to order at 6:07 pm. In attendance were board members Oscar Alvarez – President, Janie Ponce – Treasurer, Hal Foraker – Vice-President, Linda Tweet – Financial Secretary (participated remotely via phone call), Connie Garza - acting Recording Secretary, and Janie Weaver – chairperson of the Welfare Committee.

Minutes from the May 15, 2025 meeting were read. Hal Foraker – Vice - President made the motion to accept the minutes as read and it was seconded by Janie Ponce – Treasurer. Motion carried.

Treasurer's Report

Balances:

Regular Checking	\$21,706.74
Savings	\$10,692.30
Interest earned on Savings Acct.	\$4.69

There was one deposit from a rental for \$50.00 for a pool key.

There is one outstanding 2025 HOA dues. A Notice of Assessment Lien was submitted with supporting documentation indicating interest upon interest added. Total current delinquent dues are \$1244.43.

Several notices have been sent to Camelot address. However, information has recently been provided indicating there is a different address. Documentation will be provided with notice of overdue HOA fees. Documentation will be filled and submitted in the courthouse to put a lien on the property.

Board Vacancy

The Board vacancy is posted on the bulletin board as well as online. It will continue to be posted until the vacancy is filled.

Currently looking for possible candidates. Will make contact with resident on Iowa street.

Consider making changes to bylaws at annual meeting to allow tenants to serve on board.

Committee Report

Welfare Committee – Janie Weaver reported there are 31 single female residents and 18 single male residents. Chairperson J. Weaver is in contact with single residents to inform them of the options for evacuation during hurricane season. Four residents have expressed interest in registering for 211 services. Information on STEAR (State of Texas Emergency Assistance Registry) program was provided to committee members. Chairperson J. Weaver will provide STEAR Program hand-out to four residents interested in registering for 211 services.

STEAR Program information will be given to Mike to post in bulletin board.

Appointment of Chairpersons for **Nominating Committee, Budget Committee, and Audit Committee.**

Nominating Committee: Norma Alvarez – Chairperson
Alma Garza
Janie Weaver

Budget Committee: Hal Foraker – Chairperson
Elaine Botelho
Mary Clary

Audit Committee: Linda Tweet – Chairperson
Mary Clary

Director J. Ponce will attend / participate in the budget and audit committee meetings. Director J. Ponce motioned to accept the appointments for chairpersons for the nominating, budget, and audit committees. Motion was seconded by Vice-President H. Foraker. Motion carried.

Financial Secretary Report

There are five properties for sale. The properties for sale are the following:

1614 Iowa
1814 N Gastel Circle
1581 S Gastel Circle
1711 E Gastel Circle
1600 Lakeside Drive

There are currently no rental available.

There are five family rentals and 15 non rentals, currently.

Tenants at 1800 N Gastel Circle are visitors and are currently gone.

No transfer fees.

The owner at 1565 S Gastel Circle has provided documentation stating 77 lbs dog is an emotional support dog. A written statement has been submitted by owner along with documentation from a veterinarian. The board approved the variance to allow this emotional support dog in the HOA.

A.C.C. Report

Eleven notices have gone out for yard maintenance violations. Three were for second offenders. East side fence at 1802 N Gastel Circle was replaced with a city permit. The application was approved.

A landscape maintenance concern has been addressed. A resident reported a concern about a cactus near the water pump. Resident expressed concern of injury when people walked near the area where the cactus was located. Gardner removed the cactus.

Documentation in reference to 1814 N Gastel Circle and 1600 Lakeside Drive. Pam spoke to two realtors to care of yard. She will follow through with a phone call.

Pool and Grounds

Complaints about dirty pool. It will be vacuumed twice per month. Pools appears dirty due to need for re-surfacing. Resurfacing will be costly. It will require re-plastering the pool surface. Salt cells have been repaired.

Director Ponce recommended considering repairs to the cool pool decking. The decking has cracks that need repair. This will require patchwork. Director J. Ponce will get proposals for the cost to do repairs. Vice-President H. Foraker suggested checking with Ramon to see if he can do repairs.

Board and Other Unfinished Business

Notice of Assessment Lien was submitted. Form will be taken to and filed at the courthouse by President O. Alvarez. A copy will be provided to resident.

Director J. Ponce suggested having Bingo / Loteria every other Sunday from 4:00 pm to 6:00 pm. Notice can be posted on website and added to calendar. Will notify ~~Director~~ E. Botelho to add to calendar. Next bingo / lotreria will be on Sunday June 29, 2025. This is a way of fostering camaraderie and unity amongst residents.

Adjournment

Next Board Meeting will be held on July 10, 2025 @ 5:30 pm in the Community Room.
A motion for adjournment was made by Director J. Ponce and seconded by Vice-President H. Foraker.
Motion carried. The meeting was adjourned at 6:38 pm.