

Southgate Property Owners Association

SBOD Board Meeting Minutes (Draft)

Meeting

Date: February 4, 2023
Time: Following Annual Meeting
Place: Clubhouse
100 W. Moore Rd, Pharr Texas

Agenda Items

Item I - Call to order

President Raul Silguero, called the meeting to order at 12:25 P.M.

Item II - Roll Call -

Establish quorum

All members of the board were present during the roll call

Item III - Close Session

Organization of board officers

Item IV - Open Session

President - Raul Silguero Jr.

Vice President - Iris McKenzie Ford

Treasurer - Viola de Ochoa

Secretary - Kate McGuire

Member at Large- Peggy Herweck

Item V - Approval of minutes meeting of December 20, 2022

Motion - Raul Silguero, second, Viola de Ochoa

Vote 5-0 Unanimous

Item VI - Report of actions taken and approved without a meeting

Report by- Kate McGuire

Motion - Iris McKenzie Ford, second Viola de Ochoa

Vote 5-0 Unanimous

Item VII - Approval of SBOD Holiday Schedule

Motion - Kate McGuire, second Viola de Ochoa

Vote 5-0 Unanimous

Item VIII - Approval of Procurement and Purchase Order Policy to improve the procedures for purchasing equipment, supplies and services for the Southgate Property Owners Association

Motion - Iris McKenzie Ford, second Viola de Ochoa

Vote 5-0 Unanimous

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Item IX - Approval of the Proposed 2023 Annual Operating Budget, the Capital Improvement Budget and the Reserved Fund Balance

Motion - Viola de Ochoa, second Raul Silguero
Vote 5-0 Unanimous

Item X - Assignment of the SBOD members to the Compliance Control Committee (CCC) by President Raul Silguero

Iris McKenzie Ford
Kate McGuire
Peggy Herweck

Item XI - Approval of Employee Work Agreement 2023

Motion - Kate McGuire, second Viola de Ochoa
Vote 5-0 Unanimous

Meeting Adjourned 1:00 P.M.

Motion- Viola de Ochoa, second Iris McKenzie Ford
Vote 5-0 Unanimous