



**The Reserve at Battle Creek
Master Board Meeting Minutes
November 17th, 2022**

Location: 3602 N. Ironwood Pl. Broken Arrow, OK 74012

Call to Order: Lorelei Andrews called the meeting to order at 7:33pm

Quorum: Jene Holcomb, Dorothy DeBorde, Ty Frederick, and Rich Strain were present, constituting a quorum. Lorelei Andrews, Licensed Community Manager from PMI Green Country was also present.

Minutes: Rich Strain motioned to approve the September 15th, 2022, Board Meeting Minutes. Seconded Ty Frederick seconded the motion. All in favor, motion passed.

Treasurer's Report:

- Dorothy DeBorde reviewed the October financials. The community was \$538.84 over budget in October due to the tree removal and high water bill.
- Dorothy requested Lorelei Andrews email her the monthly water bills for review by the Board as soon as they are received. These bills are automatically drafted by the bank each month.
- Dorothy DeBorde motioned to approve the October 2022 financials as presented. Seconded by Jene Holcomb. All in favor, motion passed.

Landscaping:

- Ty Frederick said the plants have been installed and the Christmas lights are up.
- The Board requested Lorelei Andrews reach out to Mark Richter for a bid to have the L-shaped pond (South of Helena gate) cleaned out.

Community Service: The next Community Clean Up date will be decided by the Board at the January Board Meeting.

HOA Report: Lorelei Andrews introduced herself as the new Community Association Manager. Dorothy DeBorde requested that the interest charges be removed since the HOA's Bylaws stipulate late fees of \$25/month and that the appropriate late fees be applied.

Old Business:

- PSO Update on Leaning Lamp Post- Rich Strain has elevated this issue to a supervisor with PSO and will continue to follow up.

- Water Meters- Rich Strain and Ty Frederick will be controlling the water meters. They will report back to the community manager if they need assistance from the landscaping company.
- 51st Street Irrigation Update- Rich Strain said they are still working on finding the leak issue. He will continue to monitor this project.
- Community Documents- Jene Holcomb was given the flash drive and original documents from the prior president Janet Bassett. Jene will give PMI a copy of the files for their records and then store everything in a plastic container in the storage unit.
- 51st Street Land Development Update- Rich Strain said the Planning Commissioner changed the land from level 4 to a level 2. At the City Council meeting Rich was reassured by the attorney that they would be building single family private homes (RS1).

New Business:

- 2023 Meeting Dates- Board Meetings will be held on January 19th, March 16th, May 18th, July 20th, September 21st, and November 16th. August 15 will be the Annual Members Meeting.
- Next Meeting Date- Thursday January 19th, 2023.

Adjournment: Ty Frederick made a motion to adjourn at 9:19 PM. Seconded by Dorothy DeBorde. All in favor, motion passed.

Respectfully submitted by: Lorelei Andrews, LCAM- PMI Green Country