

**PROPERTY OWNERS ASSOCIATION OF HILLTOP LAKES**  
**BOARD OF DIRECTORS MEETING**  
**Tuesday, December 15, 2009**  
**OPEN SESSION 9:00 A.M. - WELCOME CENTER CONFERENCE ROOM**  
**WORKSHOP**  
**EXECUTIVE SESSION 4:30 P.M. - WELCOME CENTER CONFERENCE ROOM**

**MINUTES**

**PRESENT:** Jack Stork, Gary O'Neal, Ed Hughes, Larry White, Randy Schiamara, Charlotte Waddill, Theo Webb, Mike Miller, Ernie Moore

**ABSENT:** Don Hughes

- I. OPEN SESSION - CALL TO ORDER** – Director Jack Stork
- II. APPROVE AGENDA** – Approved with the addition of touring a section of Colt Lane and Meadow Wood.
- III. TOURED HILLTOP LAKES FACILITIES;** Colt Lane and Meadow Wood, restaurant, general maintenance facility, stables, post office, campgrounds, golf maintenance facility, golf pro shop.
- IV. COMMITTEE STRUCTURE**
  - A. Committees will not make any financial commitments but will present to the Board of Directors recommendations from the committees.
  - B. Planning and Development Committee charged to present a plan for a community center to house two (2) meeting rooms, restrooms, and a kitchen area.
- V. BREAK FOR LUNCH.**
- VI. DISCUSSED THE BOARD GOALS FOR 2010 AND BEYOND.**
  - A. **COMMUNITY CENTER.** The Planning and Development Committee to report in February on the progress of submitting plans for a community center.
  - B. **PREVENTATIVE MAINTENANCE PROGRAM.** To include, but not limited to, all buildings and roads, and Ranchette entrance. PM Program to be written and in place by the March 11, 2010 meeting.
  - C. **REDUCE EXPENSES AND IMPROVE REVENUE STREAM.** Includes, but not limited to, producing easier and more meaningful management reports, reducing phone expenses, receiving three (3) bids for costly projects.
  - D. **RESTAURANT.** Kitchen needs cleaning, reduce operating expense, limit menu selections.
  - E. **LODGE.** Close upstairs portion of lodge installing a drop ceiling over the cash register area and enclosing the upstairs with a wall above cash register area to isolate the restaurant from the upstairs to reduce utility costs.

- F. RV PARK AND CAMPGROUND. Parking pads need improved, septic system needs replaced, Overlay oil sand over the chip and seal portion of the road leading to the campground.
- G. POST OFFICE. Post office needs replaced in the future. Less than ten (10) mail boxes are available for rent. Will check with the USPS for the addition of community mailbox units (CBH's).
- H. MARKETING BROCHURE. **“What does Hilltop want to be?”** Hilltop Lakes wants to be **“The Most Affordable Community in Texas to Retire or Raise a Family.”** A committee to be formed with Randy Schiamara and Ernie Moore to decide how best to create a brochure defining Hilltop Lakes and possibly place the brochures at Texas rest stops and welcome centers with the help of the Texas Parks and Recreation Department.
- I. LONG RANGE CAPITAL PLAN. Planning and Development Committee to present a three (3) year plan.
- J. COMMUNITY INVOLVEMENT. Outdoor theater furniture needs replaced. Randy Schiamara to create a volunteer committee for a community clean up program to improve the looks of Hilltop Lakes and possibly help those that are physically unable to care for their property.
- K. KICKAPOO PORCH. Install a cover over the patio outside the Kickapoo Club.

**VII. AJOURN TO EXECUTIVE SESSION**

**APPROVED BY** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PREPARED BY** \_\_\_\_\_ **DATE** \_\_\_\_\_