



Virtual Board of Directors Meeting

Thursday, December 19, 2024, at 1:30 p.m.

Virtual Microsoft Teams Meeting

[Click here to join the meeting](#)

Meeting ID: 270 225 253 291 Passcode: 97ad25MK

Or call in (audio only)

Number: [+1 323-433-2148](tel:+13234332148) Conference ID: 734 293 368#

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Agenda

- Establish Board Quorum
- Call Meeting to Order
- Introduction of the Board of Directors
 - Jonathan Godwin, President
 - Dustin Warren, Vice President
 - Victor Tannous, Secretary
- Introduction of Essex Association Management, L.P. Representatives
 - Dean McSherry, Association Manager
 - Victor Corcoran, Assistant Association Manager
 - Gabi Ondziel, Administrative Assistant
 - Essex Support Staff
- Approval of October 2024 BOD Meeting Minutes
- Financial Review
 - October 2024 Balance Sheet & Income Statement Summary
- Community Updates
 - Old Business
 - New Business
- Adjourn Open Session
- Executive Session
 - Delinquency Review
 - Ratify Fee Waivers
 - Acknowledgement of Fines and/or Self-Helps
 - Compliance Overview
- Adjourn Executive Session

October 2024 BOD Meeting Minutes

Board of Directors Meeting Minutes
Tenison Village HOA Inc.
10.17.2024

Name	Title	Present
Jonathan	President	N
Dustin Warren	Secretary	Y
Victor Tannous	Treasurer	Y

Present from Essex Association Management, L.P.:

Dean McSherry, Community Association Manager
Victor Corcoran, Assistant Manager
Essex Support Staff

Meeting Type and Location:

Board of Directors
Virtual Meeting
October 17, 2024 @ 2:00 pm

Meeting called to order at 2:07 pm.

Introductions: Dean McSherry gave introductions to the Board of Directors and Essex Association Representatives.

Financial Review:

Dean reviewed the August 2024 Balance Sheet Report and Income Statement Summary explaining what each line item consists of and any significant variances. With no questions from the Board, Financials approved. Dustin motioned to approve and Victor Seconded, with majority in favor motioned so carried

2025 Budget Approval:

Dustin motioned to approved seconded by Victor with majority in favor motioned so carried

- Budget approved with no Increase in Assessment

Board & Community Updates:

Victor reviewed and discussed the following **Completed Projects** to include:

Completed Projects:

- o Engaged new landscaping company (Sage and Stone)
- o Installed street signs
- o Town hall Presentation & follow ups are available on the website

Projects in Progress:

- o Common area repairs due to construction damages(by builder)
- o Repairs to the damaged exit gate on Hunnicutt
- o Fall color change and new mulching
- o Maintenance of the detention area on Donnelly Ave.

- o **Community Halloween event October 19**

With no other business to discuss, motion to adjourn Open Session 2:50pm.

Dustin motioned to adjourn, and Victor seconded motion with majority in favor motion so carried.

Executive session initiated at 2:50pm

Delinquency Review & Vote:

The Board reviewed the Delinquent accounts needing motion to approve next steps on the account presented for Pre-Application Letter - File Application for Order of Foreclosure, Default Order and Post Property for Auction, Assessment Lien, and Attorney Demand Letter.

- Dustin motioned to approve moving forward with next steps, Victor seconded the motion, with majority in favor motion so carried.

Acknowledgement of Compliance Fees/Fines

NONE TO REVIE

Ratification of Email Votes – Waiver Requests

- NONE TO REVIEW

Compliance Overview & Fining Policy

The total number of violations (254) with the date range being from January 1st, 2024, to October 14th, 2024. The top two (2) violations; Landscape with (149), Trash/ Recycling Bins with (77).

With no other business to discuss motion to adjourn the executive session at

2:54pm, Dustin motioned to adjourn, and Victor seconded motion with all in favor motion so carried.

Action Items:

1. Review issues with flooding in different areas/fine builders if nothing is being done to resolved matters.

Signature of Secretary or Board President Date

Minutes Prepared by: Robert Larin, Essex Association Management, L.P., On behalf of Tenison Village Community Association, Inc.

October 2024 Balance Sheet

Balance Sheet Report Tenison Village at Buckner Ter

As of October 31, 2024

	<u>Balance Oct 31, 2024</u>	<u>Balance Sep 30, 2024</u>	<u>Change</u>
<u>Assets</u>			
Assets			
1010 - First Citizen Bank Operating Account	294,657.66	287,197.75	7,459.91
1011 - RESERVES- First Citizen	88,502.74	87,886.60	616.14
Total Assets	383,160.40	375,084.35	8,076.05
Receivables			
1400 - Accounts Receivable	7,265.44	8,171.76	(906.32)
Total Receivables	7,265.44	8,171.76	(906.32)
Total Assets	390,425.84	383,256.11	7,169.73
<u>Liabilities</u>			
Liabilities			
2000 - Accounts Payable	21,206.08	56,094.68	(34,888.60)
2050 - Prepaid Assessments	27,855.70	25,154.37	2,701.33
Total Liabilities	49,061.78	81,249.05	(32,187.27)
Total Liabilities	49,061.78	81,249.05	(32,187.27)
<u>Owners' Equity</u>			
Equity			
3900 - Retained Earnings	115,902.21	115,902.21	0.00
Total Equity	115,902.21	115,902.21	0.00
Total Owners' Equity	115,902.21	115,902.21	0.00
Net Income / (Loss)	225,461.85	186,104.85	39,357.00
Total Liabilities and Equity	390,425.84	383,256.11	7,169.73

October 2024 Income Statement Summary

Income Statement Summary Tenison Village at Buckner Ter

October 01, 2024 thru October 31, 2024

	Current Period			Year to Date (10 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	2,408.16	3,003.00	(594.84)	402,081.37	294,410.00	107,671.37	302,799.33
Total Income	2,408.16	3,003.00	(594.84)	402,081.37	294,410.00	107,671.37	302,799.33
Total Expenses	0.00	948.00	(948.00)	0.00	9,479.00	(9,479.00)	11,374.33
Total General & Administrative	7,481.07	2,683.00	4,798.07	26,579.17	22,550.00	4,029.17	27,860.00
Total Insurance	0.00	0.00	0.00	10,002.10	8,000.00	2,002.10	8,000.00
Total Utilities	361.96	2,598.82	(2,236.86)	3,645.38	25,985.18	(22,339.80)	29,000.00
Total Infrastructure & Maintenance	(48,966.87)	1,825.00	(50,791.87)	41,916.50	58,745.00	(16,828.50)	74,975.00
Total Pool	0.00	2,948.33	(2,948.33)	0.00	59,093.33	(59,093.33)	64,990.00
Total Landscaping	4,175.00	7,917.00	(3,742.00)	87,622.91	59,167.00	28,455.91	67,000.00
Total Irrigation Maintenance	0.00	833.00	(833.00)	6,853.46	8,333.00	(1,479.54)	10,000.00
Total Reserves	0.00	800.00	(800.00)	0.00	8,000.00	(8,000.00)	9,600.00
Total Expense	(36,948.84)	20,553.15	(57,501.99)	176,619.52	259,352.51	(82,732.99)	302,799.33
Net Income / (Loss)	39,357.00	(17,550.15)	56,907.15	225,461.85	35,057.49	190,404.36	0.00

Community Updates

Completed Projects:

- Engaged new landscaping company (Sage and Stone)
- Installed street signs
- Common area repairs due to construction damages (by builder)
- Repairs to the damaged exit gate on Hunnicutt
- Fall color change and new mulching

Projects in Progress:

- Maintenance of the detention area on Donnelly Ave.
- Builders trash removals
- Homeowner board call for candidates
- 2024 Annual meeting

**TENISON
VILLAGE**
AT BUCKNER TERRACE
HOMEOWNERS ASSOCIATION

Office Information

**Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, Texas 75006
Office: (972) 428-2030
After Hours Emergency Line: (888) 740-2233**

**Monday - Friday
9:00 a.m. to 5:00 p.m.**

**Dean McSherry
Dean@essexhoa.com
Extension: 7322**

www.tenisonvillagehoa.com

**TENISON
VILLAGE**
AT BUCKNER TERRACE
HOMEOWNERS ASSOCIATION



Thanks for
ATTENDING!
Until next time!

