

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF THE
RANCH AT CYPRESS CREEK HOMEOWNERS ASSOCIATION, INC.
June 24, 2013**

A meeting of the Board of Directors of the Ranch at Cypress Creek Homeowners Association, Inc. was held at 6:30 p.m. at 14050 Summit Dr. Austin, Texas pursuant to notice attached hereto as Exhibit "A".

Directors in attendance were Elena Barrett, Troy Fielding and Larry Yetter. Also in attendance was Sabrina Washburn, CMCA, PCAM representing Planned Community Management, Inc., and Gary Riffle homeowners in the community.

A quorum being established the meeting was called to order at 6:39 p.m.

The first item for discussion was the minutes from the May Board of Directors meeting. Upon motion duly made and seconded the minutes were approved as presented.

The financials was the next item reviewed. The financials were approved as presented.

The Board requested that PCMI contact the Insurance Agent about Fidelity Bond.

The Board also requested that PCMI send the Board a copy of the Code of Conduct.

At this time the Board adjourned and went into executive session at 6:54 p.m. Discussion followed over several topics, however no decision was made.

There being no further business the Executive Session and the meeting was adjourned at 9:15 p.m.

Director

06/00/13 06/30/13 Actual	06/00/13 06/30/13 Budget	Over/Under	Pct	% O/U	Acct #	Account Description	ASSETS	01/00/13 12/31/13 Actual	01/00/13 12/31/13 Budget	Over/Under	Pct	% O/U
12,243.53	.00	12,243.53	.00		1110	CASH IN BANKS	CURRENT ASSETS	261,295.81	.00	261,295.81		
.00	.00	.00			1120	TEMPORARY INVESTMENTS		60.00	.00	60.00		
12,243.53	.00	12,243.53				TOTAL CURRENT ASSETS		261,355.81	.00	261,355.81		
12,243.53	.00	12,243.53				TOTAL ASSETS		261,355.81	.00	261,355.81		
105.00	.00	105.00			2711	DEFERRED REVENUE	DEFERRED REVENUE	108.29	.00	108.29		
105.00	.00	105.00				TOTAL DEFERRED REVENUE		108.29	.00	108.29		
.00	.00	.00				CAPITAL		251,730.71	.00	251,730.71		
12,138.53	15,713.00	27,851.53			3910	RETAINED EARNINGS		9,516.81	.00	9,516.81		
12,138.53	15,713.00	27,851.53			3920	CURRENT YEAR INCOME / (LOSS)		261,247.52	.00	261,247.52		
12,243.53	15,713.00	27,956.53				TOTAL LIABILITIES & CAPITAL		261,355.81	.00	261,355.81		

06/00/13 06/00/13 Over/Under
 06/30/13 06/30/13
 Actual Budget Pct % O/U

13,211.97	17,874.00	4,662.03-	95.43	26.08-	4111 Prior Years Assessments	801.69	35,744.00	12,359.67-	2.85	34.58-
.98	25.00	24.02-	.01	96.08-	4121 Maint Fees/Curr Yr/Resident	51.25	300.00	248.75-	.18	82.92-
.00	10.00	10.00-		100.00-	4205 Interest Income	.00	120.00	120.00-		100.00-
.00	.00	.00		.00	4312 Attorney Fees-Maintenance Fees	125.00	.00	125.00	.44	
.00	.00	.00		.00	4315 Lien Fee	15.00	.00	15.00	.05	
632.21	633.00	79-	4.57	12-	4610 Collection Cost	3,793.26	7,596.00	3,802.74-	13.47	50.06-
.00	17.00	17.00-		100.00-	4643 Reimburse Restrictive Cov.	.00	200.00	200.00-		100.00-
13,845.16	18,559.00	4,713.84-	100.00	25.40-	4710 Miscellaneous	28,170.53	43,960.00	15,789.47-	100.00	35.92-
TOTAL INCOME										

EXPENSES

PROFESSIONAL SERVICES										
.00	.00	.00		.00	6120 Audit	.00	1,350.00	1,350.00-		100.00-
.00	.00	.00		.00	6130 Tax Preparation	300.00	300.00	300.00-		100.00-
.00	250.00	250.00-		100.00-	6160 Legal	900.00	3,000.00	2,100.00-	3.19	70.00-
.00	167.00	167.00-		100.00-	6161 Legal - Deed Rest Enforcement	1,086.50	2,000.00	913.50-	3.86	45.68-
.00	542.00	542.00-		100.00-	6162 Legal - Maint Fee Collection	691.00	6,500.00	5,809.00-	2.45	89.37-
1,300.00	1,339.00	39.00-	9.39	2.91-	6210 Management Fee	10,400.00	16,068.00	5,668.00-	36.92	35.28-
.00	.00	.00		.00	6350 STORAGE FEES	15.00	.00	15.00	.05	
1,300.00	2,298.00	998.00-	9.39	43.43-	TOTAL PROFESSIONAL SERVICES	13,092.50	29,218.00	16,125.50-	46.48	55.19-

OTHER EXPENSES

.00	.00	.00		.00	7120 Rent Expense	190.00	.00	190.00	.67	11.25
58.50	30.00	28.50	.42	95.00	7121 Storage Fee	400.50	360.00	40.50	1.42	11.25
36.80	20.00	16.80	.27	84.00	7122 Title Search	36.80	240.00	203.20-	.13	84.67-
.00	.00	.00		.00	7130 Office Supplies	87.65	.00	87.65	.31	
63.86	150.00	86.14-	.46	57.43-	7131 Copies	395.05	1,800.00	1,404.95-	1.40	78.05-
97.47	150.00	52.53-	.70	35.02-	7132 Postage	758.57	1,800.00	1,041.43-	2.69	57.86-
.00	5.00	5.00-		100.00-	7133 Delivery/Fax Transmittals	.00	60.00	60.00-		100.00-
.00	.00	.00		.00	7140 Insurance	2,495.00	2,752.00	257.00-	8.86	9.34
.00	.00	.00		.00	7160 Community Events	354.08	3,500.00	3,145.92-	1.26	89.88-
150.00	75.00	75.00-	1.08	100.00	7161 Lawn of the Month	225.00	875.00	650.00-	.80	74.29-
.00	33.00	33.00-		100.00-	7165 Internet/Web Services	304.62	400.00	95.38-	1.08	23.85-
.00	75.00	75.00-		100.00-	7169 Meetings	313.95	900.00	586.05-	1.11	65.12-
.00	10.00	10.00-		100.00-	7410 Miscellaneous G & A	.00	120.00	120.00-		100.00-
406.63	548.00	141.37-	2.94	25.80-	TOTAL OTHER EXPENSES	5,561.22	12,807.00	7,245.78-	19.74	56.58-

TOTAL EXPENSES

1,706.63	2,846.00	1,139.37-	12.33	40.03-	TOTAL EXPENSES	18,653.72	42,025.00	23,371.28-	66.22	55.61-
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NET INCOME (LOSS)

12,138.53	15,713.00	3,574.47-	87.67	22.75-	NET INCOME (LOSS)	9,516.81	1,935.00	7,581.81	33.78	391.82
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9805 Capital Reserve Contribution

.00	.00	.00		.00	9805 Capital Reserve Contribution	.00	1,935.00	1,935.00-		100.00-
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RANCH AT CYPRESS CREEK HOA
Detail ledger

Low: 01/00/13 1110 0 0 00 07/18/13 15:18:21 Page 1
High: 07/18/13 1199 99999999999 999999999 79 Reference Debit Credit Mo Change Balance

Gen Sub Description

Cash in Banks
...WELLS FARGO

173,647.43 173,647.43 *

...NEW FIRST BANK
BALANCE FORWARD

77,481.73

Gen	Sub	Description	Date	Gen	Sub	Cross Ref	Jrnl	Reference	Debit	Credit	Mo Change	Balance
		BALANCE FORWARD	06/00/13	1110	31						173,647.43	173,647.43 *
		...NEW FIRST BANK										
		BALANCE FORWARD	06/00/13	1110	131						77,481.73	
		CASH OFFSET	06/03/13	1110	131	0	30	CRJ	1306030	1,560.00		
		CASH OFFSET	06/04/13	1110	131	0	30	CRJ	1306040	240.00		
		CASH OFFSET	06/05/13	1110	131	0	30	CRJ	1306050	1,917.97		
		CASH OFFSET	06/06/13	1110	131	0	30	CRJ	1306060	960.00		
		CASH OFFSET	06/07/13	1110	131	0	30	CRJ	1306070	120.00		
		CASH OFFSET	06/10/13	1110	131	0	30	CRJ	1306100	1,800.00		
		TITLE INFORMATION CE	06/10/13	1110	131	1442	40	CDJ	2000108		18.40-	
		CASH OFFSET	06/12/13	1110	131	0	30	CRJ	1306120	600.00		
		CASH OFFSET	06/13/13	1110	131	0	30	CRJ	1306130	240.00		
		CASH OFFSET	06/14/13	1110	131	0	30	CRJ	1306140	360.00		
		CASH OFFSET	06/17/13	1110	131	0	30	CRJ	1306170	600.00		
		CASH OFFSET	06/17/13	1110	131	0	30	CRJ	1306170	745.00		
		CASH OFFSET	06/17/13	1110	131	0	30	CRJ	1306170	632.21		
		CASH OFFSET	06/18/13	1110	131	0	30	CRJ	1306180	120.00		
		RILEY, RUBY	06/18/13	1110	131	1940	40	CDJ	2000109		75.00-	
		WALTER, LEAH	06/18/13	1110	131	1941	40	CDJ	2000110		75.00-	
		TITLE INFORMATION CE	06/18/13	1110	131	1442	40	CDJ	2000111		18.40-	
		PLANNED COMMUNITY MA	06/18/13	1110	131	1445	40	CDJ	2000112		1,519.83-	
		CASH OFFSET	06/19/13	1110	131	0	30	CRJ	1306190	840.00		
		CASH OFFSET	06/20/13	1110	131	0	30	CRJ	1306200	600.00		
		CASH OFFSET	06/21/13	1110	131	0	30	CRJ	1306210	480.00		
		CASH OFFSET	06/24/13	1110	131	0	30	CRJ	1306240	1,174.00		
		CASH OFFSET	06/25/13	1110	131	0	30	CRJ	1306250	480.98		
		CASH OFFSET	06/26/13	1110	131	0	30	CRJ	1306260	360.00		
		CASH OFFSET	06/27/13	1110	131	0	30	CRJ	1306270	120.00		
		PLANNED COMMUNITY MA	07/03/13	1110	131	1445	40	CDJ	2000113		1,656.88-	
		NIEMAN AND HEYER, LL	07/03/13	1110	131	3302	40	CDJ	2000114		420.00-	
		GEN TOTAL							13,950.16	3,783.51-	2,076.88-	87,648.38 *

Temporary Investments

261,295.81 **

