

**SEPO 2022 BOARD 'FIRST' MEETING (REQUIRED) AGENDA**  
**Tuesday, February 15, 2022 – immediately after the 3 PM Annual Shareholders Meeting**  
**"Hybrid" Meeting: Retzlaff Hall and Google Meet**

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Everyone attending this meeting "in person", by their presence, acknowledges potential exposure to Covid-19.  
Each person is responsible for his/her own choice as it relates to attending SEPO Board meetings.

You can log into Google Meet with this link: <https://meet.google.com/mwv-xevy-cat>  
If needed, please use this code - [mwv-xevy-cat](https://meet.google.com/mwv-xevy-cat) - to gain access on your Smart Device or Computer.

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- 1) **Call to Order** – by SEPO 2021 Board Secretary
- 2) **Roll Call** – by SEPO 2021 Board Secretary

Jean Burgoine	Lenore Combs	Three elected Board members
Larry Keller	Beth Parrish	
- 3) **SEPO 2021 Board Secretary** – Read the 'Covid-19' statement/disclaimer as it pertains to those attending this meeting 'in person'.
- 4) **SEPO 2021 Board Secretary** – Verify this Agenda was sent to the community 144 hours (6 days) prior to the meeting.
- 5) **Determination and Board Approval of Board Officers and Directors positions.**
  - a. Election of Officers: *President, Secretary and Treasurer*
  - b. Assignment of Other Director positions:
    - i. *Golf Course*
    - ii. *Common Grounds/Maint. Area 1: SEPO Buildings*
    - iii. *Common Grounds/Maint. Area 2): Streets, Drainage & Irrigation Ditches, Texas Ave*
    - iv. *Common Grounds/Maint. Area 3: Storage & Shop Area, Tennis/Shuffleboard*
  - c. Election of Vice Presidents: *1<sup>st</sup> and 2<sup>nd</sup>*
- 6) **Board Members Consideration / Adoption of any Amendments to the posted Agenda.**
- 7) **ITEMS TO BE CONSIDERED FOR FUTURE BOARD MEETING AGENDAS** –  
Discussion concerning extensive list below and possible prioritization and/or Board member assignment to each.
  - a. **Old Business** –
    - i. Sale of SEPO Assets – When can this be scheduled?
    - ii. B&N Donation for Trees
    - iii. Retzlaff Hall Capacity
    - iv. Age Survey - Status & Next Steps?
  - b. **New Business** –
    - i. Storage Lots – Multiple Households occupying a single lot
    - ii. Golf – Change of Ownership of the license to buy chemicals for the golf course
  - c. Education of newly elected Board members (to include at a minimum) -

- i. A review of the governing documents of the corporation, (Covenants, By-Laws, Policies & Procedures, Rules and Regulations pertaining to non-compliance to Covenants Fee Schedule and other governing documents that may be implemented in the future)
  - ii. A review of Texas law as it applies, particularly Title 11, Chapter 209.051.
  - iii. An on-site property boundary tour including a discussion of applicable easements.
  - iv. Employee Handbook.
  - v. Calendar of monthly required functions.
  - vi. What else?
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- d. Possible necessity for SEPO to purchase a Google Meet License.
  - e. Consideration of having two Directors responsible for each area of assignment. (2021 Board put this On Hold)
  - f. Governing Rules Amendments – Next steps.
  - g. Insurance Company review: To determine areas of liability we may not be aware of.
  - h. Residents Meetings: concerning use of 'Speaker Cards'. Any need to address?
  - i. Storage Lot: Reservation Process
  - j. Storage Lot: Roadbed
  - k. SEPO Election Committee: Document the process  
(obtain current documentation from previous chairperson)
  - l. SEPO Election Committee: Appoint a chairperson
  - m. Development of a 3–5-year capital improvement program.
  - n. SEPO Fixed Assets: Finalize list
  - o. Grounds: Security System
  - p. Surveys: Discuss the benefits/pitfalls/timeliness of using surveys to poll the community to seek input from SEPO residents before the Board considers certain actions.
  - q. Golf: Walking on Cart Paths. Is this still an issue?
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- 8) Determination of need for (and if so, date of) a Special Board meeting prior to the March 8 Regular Board meeting.**
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- 9) ADJOURNMENT –**