

**Duck Haven Homeowners Association, Inc.**  
**3608 East 29<sup>th</sup> Street, Suite 100**  
**Bryan, TX 77802**  
**Telephone: (979) 846-1273**

**Meeting Minutes**

Association:	Duck Haven Homeowners Association, Inc.
Meeting Classification	Board of Directors Meeting
Date:	December 13th, 2016
Time:	5:30 p.m.
Location:	Wellborn Community Center 4119 Greens Prairie Road College Station, TX 77845
Attendees:	
Board Members:	Paul Clarke, President, Present Cindy Miller, Secretary, Present Jim Baetge, Director, Present

The Duck Haven Homeowners Association, Inc. Meeting of the Board of Directors was called to order by Paul Clarke, President on December 13th, 2016th at 5:38 p.m. at the Location detailed above. Cindy Miller confirmed a quorum of directors was present.

Paul Clarke moved to adopt the Duck Haven Homeowners Association, Inc. minutes of the Board of Directors Meeting held on December 8th, 2015. Paul Clarke made a motion to open discussion; with lack of a second for discussion Paul Clarke made a motion to adopt the minutes of the Board of Directors Meeting held on December 8<sup>th</sup>, 2015, the motion was seconded, voted on and approved by the Board.

Paul Clarke moved to adopt the Duck Haven Homeowners Association, Inc. Annual Budget for 2017. Paul Clarke made a motion to open discussion; with lack of a second for discussion Paul Clarke made a motion to adopt the Duck Haven Homeowners Association, Inc. Annual Budget for 2017, the motion was seconded, voted on and approved by the Board.

Cindy Miller, Secretary updated the Board of Directors on the dedicatory Instrument to be adopted: Document - Amended and Restated Bylaws. The Amended and Restated Bylaws were not finished in time for the Board of Directors to adopt at this meeting. The Board of Directors moved to the next agenda item.

This concludes the purposes for which the Board of Directors was called. Paul Clarke moved to adjourn the Meeting of the Board of Directors. The motion was seconded, voted on and approved by the Board. The Meeting was adjourned at 5:47 p.m.

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Cindy Miller  
Secretary  
Duck Haven Homeowners Association, Inc.

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12/18/2017  
Date