

## MINUTES FROM MONTHLY MEETING

8/25/2022 at 7:00 PM

5830 Bermuda Dunes, Houston, Texas 77069 and

via Zoom

Call to Order 7:04 by Odilia Medlin

Members Present

Board Members Present In Person

- Graham Sherlock
- Sherrie Davis
- Sally Durdin
- Brandon Chambers
- Patricia Draut
- Odilia Medlin

Via Zoom

- Kristin McLaughlin
- Walter Echols

Guests

- Will Echols, Attorney
- Michelle Smith, ACC

Public Comment

None

Secretary's Report

Summary

Presentation of the Minutes; No further report.

Motion for Approval of Secretary's Report.

- Motion: Brandon Chambers

- Second: Patricia Draught
- Discussion: None
- Vote: Unanimous Approval

#### Treasurer's Report

##### Summary

- Brandon reported that no new residents had moved into the subdivision. Additionally noted that the Association was ahead of budget by comparison to the forecasted spending for the year.

##### Motion for Approval of Treasurer's Report.

- Motion: Graham Sherlock

- Second: Sally Durdin
- Discussion:
- Vote: Unanimous approval

#### President's Report

##### Motion to Dispense w. Presidents Report –

- Motion: Odilia Medlin
- Second: Sherrie Daniels
- Discussion: None
- Vote: Unanimous Approval

#### ACC Report

##### Summary

- Michelle Smith –
  - o Windows In Garage
  - o Need for Standardized Form Response (to be addressed in New Business)

#### Old Business

##### Motion to create PayPal to pay DropBox and Zoom

- Motion: Brandon Chambers
- Second: Walter Echols

- Discussion: Brandon noted the difficulties in paying online vendors without either a debit card or other method of payment excluding checks. It was also noted that some of our vendors do not accept automated clearing house payments, but required either debit / credit card or third party payment systems such as PayPal. The Board noted that, a credit card was not preferable and the By-Laws would create an issue in the use of a debit card due to the multi-party signature requirements. PayPal was discussed as a viable solution to both, provided that, payments would not be authorized without prior board approval.

- Vote: Unanimous Approval

Motion to reimburse Bonnie for \$21.31

- Motion: Odilia Medlin

- Second: Graham Sherlock

- Discussion: Board members noted that Bonnie had incurred these expenses for the benefit of the Association and had a right to reimbursement as the expenses were rightfully obligations of the Association. The reimbursement was for recurring expenses related to a DropBox and Zoom account used by the Association.

- Vote: Unanimous Approval

New Business

Motion for creation of standard response document for use by ACC following owner requests.

- Motion: Walter Echols

- Second: Odilia Medlin

- Discussion: Members of the ACC noted a need for a uniform response to ACC requests by homeowners. Board Members noted that deed restriction violation enforcement was made much easier by use of the standardized form created by prior board members. Members expressed desire that similar check the box form be created for use by ACC to more clearly communicate with Owners regarding approvals, denials and appeal rights.

- Vote: Unanimous Approval