

The Woods of Wimbledon Civic Association, Inc

P.O. Box 15109, Spring, Texas 77391-1509

Board of Directors Meeting Minutes

January 19th 2017

Location: Cypress Creek Christian Community Center, 6823 Cypresswood Drive, Spring, TX 77379

Prepared by Graham Sherlock, Secretary

Board Members Present: Michael George, Graham Sherlock, Allen Baker, Barry King, Don Shackelford, Bonnie Shows, Linda Intschert, Joel Carter.

Board Members Absent: None.

Guests present: Mark Shows,

The meeting was called to order at 7.03pm and quorum was achieved.

1. The minutes for the December 15th 2016 meeting were reviewed and approved
 - a. Don moved to accept the minutes providing that RPI is changed to CPI, Barry seconded. Passed unanimously.
2. Treasurer's report
 - a. At 2016 year end, transfer fees received were greater than had been anticipated and helped to offset the reduced income arising from 4 homeowners who have not paid.
 - b. Late fees also helped to increase income.
 - c. The total income for 2016 was 3% over the budget.
 - d. Collection costs are the main reason for variation in 2016 expenses variation.
 - e. For the homeowners who paid at the end of the year after receiving collection letters, the costs incurred in pursuing collection were recovered.
 - f. The 2016 dues and collection costs for those who have not paid have been added to their 2017 bills.
 - g. The legal fees for by-laws amendments were greater than budgeted.
 - h. There is one discrepancy – the fee for the January 2017 meeting room was accidentally paid in 2016.
 - i. Total expenses for 2016 were 1% over budget.
 - j. 33 homeowners have paid 2017 dues so far.
 - k. All outstanding accounts are in collection, including that of a home with a lien from 2012.

- I. Barry proposed to accept the Treasurer's report, seconded by Joel. All were in favor.

3. President's report.

- a. In 2016 we had a near-perfect record for legal compliance, billings and collections.
- b. The 2017 by-laws votes were compiled and sent to the attorney who has sent Mike a by-laws draft for review. If all looks good, Mike will have it recorded.
- c. Mike circulated details of the four accounts in collection and explained that he did not want to send the monthly report to the Board via email for confidentiality reasons.
- d. With the new policy of not accepting partial payments, people cannot ignore late fees but it does mean we risk refusing payment. However, for each month the homeowner has not paid in full, a new late fee will be applied. This does not apply to agreed payment plans that are not in arrears.
- e. Barry proposed that for the homeowner with a 2012 lien that the Treasurer be empowered to negotiate a structured payment plan that may differ from the previously employed plan providing that the amount owed is not reduced and that the maximum term permitted is 18 months per Texas state law. Joel seconded. Unanimously passed.
- f. A question was asked if, when we have a lien on a house and the mortgage exceeds the selling price, what would happen to our lien and would we get paid. Mike will ask our attorney.
- g. Mark Shows left the meeting to enable more specific discussion of the homeowner with the lien against them.
- h. One homeowner is not eligible for a payment plan because they have one outstanding from last year. Mike will explain this to them to give them the opportunity to make payment on the remaining 2016 balance and be eligible for a 2017 plan.
- i. Liens have been obtained for all four of the homes for which no payment was received for 2016. Their 2017 bills include the 2017 fees as well as the 2016 dues and all late fees and legal fees that have been incurred. No partial payment will be accepted.
- j. Mike stated that he will draft a policy regarding complaints and inquiries and to acknowledge them within 24 hours. This is current practice but this has not always been the case.
- k. Mike will draft a policy regarding the capital account.
- l. Mike will ask the wall contractor to come to the next meeting and explain the bid for the wall repairs.
- m. Mike will seek other bids for the general cleaning and non-essential maintenance. The board is not in agreement that this work is necessary or advisable.
- n. The new trash service has started. So far there are no complaints and the company has not received any feedback.
- o. There have been no homeowner complaints.
- p. There are no new homeowners.

4. ACC

- a. Approval was given for new windows
- b. Approval was given for a new homeowner to paint their brick. It was stated that this violates deed restrictions and the Board was split regarding whether this should have been approved. The ACC's responsibility is to formulate architectural regulations. It is the Board's responsibility to enforce them.
- c. Mike stated that the ACC originally had 5 homeowners but this has dwindled to 2 and that appointment to the ACC is by invitation and not by election.
- d. Mike stated that the ACC is parallel with the Board and is not subordinate to it.
- e. It was suggested we need a policy stating when the Board should enforce deed restrictions.
- f. Joel made a motion to require a minimum of 3 people to be on the ACC. Since the ACC is independent of the Board, we have no authority to require that. All were opposed to the motion.

5. New business.

- a. Bonnie and Mike had discussed the Community Club (formerly the Women's Club) and had three items for discussion at the Board meeting.
 - i. Re-instate the Yard of the Month award. The Community Club wants to take this on. The announcement and photo will be placed on the Community Club Facebook page and not on the HOA website. Graham Sherlock moved to allow the Community Club to administer the YOM. Linda seconded. Unanimously approved.
 - ii. Christmas decorations. Between now and November, we need to come up with a plan for decorations. It was suggested there should be a community work day on December 2nd between 10am and noon to put up decorations and another in January 2018 to take them down. Joel made a motion to allow the Community Club to hang Christmas decorations. Linda seconded. Barry objected to referring to them as Christmas decorations on the grounds that he is Jewish and that there are a number of other homeowners who are also not Christian. He explained that there are many religions that celebrate holidays during December and he requested the motion refer to holiday decorations. The Secretary reminded the Board that Joel's motion specifically was for Christmas decorations and invited him to re-word it. Joel declined and the motion was put to a vote. The motion was carried with vote against. Mike later requested the Board be mindful of other people's viewpoints and make an effort to moderate the tenor of sensitive discussions.
 - iii. The Community Club requested to clear the greenery from around the sign board and use it for 12 months. Joel proposed the motion. Graham seconded. Unanimously approved.
 - iv. Bonnie informed the Board that she is President of the Community Club, Linda is VP, Kelly Giovanni is treasurer and Betsy is the treasurer. Their aim is to promote pride in the neighborhood. She explained that people can register for

the club on their Facebook page and vote for Club officers. So far, around a dozen people attend each meeting but they are not the same dozen each week. The Club has around 30 members.

- b. Mosquito service. Allen has received a new proposed contract for 2017 service. The price will rise by \$1 to \$31 per week. The service has run from April to October 30th to-date. We will again decline the record-keeping fee. Allen made a motion to renew it and Joel seconded. There was disagreement over whether it is effective. Don volunteered to research the effectiveness of the chemical content and application method. Allen moved to table the motion for the next meeting and the Board agreed.
6. Mike requested that the Board read and become familiar with the By-laws and deed restrictions which are all posted on the website.
7. Don moved to adjourn at 8.57. Barry seconded. Unanimously approved.