

The Woods of Wimbledon Civic Association, Inc.

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

BOARD OF DIRECTORS MEETING MINUTES

March 24, 2015

Location: Champions Fire Station, 12730 Champion Forest Dr Houston, Tx 77066

Minutes Prepared by: Georgia Nisula

Board Members in Attendance: Georgia Nisula, Mike George, Allen Baker, Barry King, Kendall Knight, Ken Lindsey

Board Members Absent: Graham Sherlock, Kara Ellis

Guest Total: 4

Meeting was called to Order at 6:36 PM.

1. The minutes from the January meeting were not available as our secretary was unable to attend the meeting at short notice.
2. Treasurer's Report: 117 homes are paid in full. 5 are on payment plans. 5 have made no payments at all. Georgia will try talk to them and try to discuss options.
 - a. Graham will scan the 2013 report and post it online
3. There were no A.C.C. requests to report
4. Discussion with attorney:
 - a. Adoption of amended bylaws
 - b. Does the board have to vote to approve amendments before presenting them to homeowners? - *No*
 - c. If an amendment is changed on the floor, all proxy votes towards it are nulled.
 - d. If amendments are going to be presented on the floor, homeowners must be notified that it will happen in the agenda.
 - e. Our attorney, Sarah, stated that the 2014 process to amend the bylaws should have included a special, open meeting of the property owners so their changes could be included in the proposal that was sent out for vote. By holding the special meeting and soliciting other changes, this would minimize the risk that property owners would petition for a special meeting to vote on their changes. She also said that this is the same process when considering changes to the

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deed restrictions. Just listing this as an agenda item on the board meeting notice does meet the legal requirement.

- f. To resolve the process issues, Sarah advised that the board should hold a special meeting to solicit input from the property owners, and then resubmit amended bylaws to the property owners for a re-vote at our next annual meeting. The resubmitted bylaws would include the original amendments, the amendments that were presented and voted on at the annual meeting and any other amendments or changes that are presented at the special, open meeting.
- g. Meeting notices for amendments should be unbiased, including homeowner recommended ones.
- h. We can still adopt the amendments that weren't altered on the floor. It was stated that Sarah recommended that, due to the cost of amending and filing our documents, we should make only one filing after a new ballot and voting process is completed.
- i. Attorney clarifies that only the name on the deed is the homeowner, and only they can vote and be directors. Proxy can be anyone, including spouses who are not on the deed. Residents cannot vote, only homeowners. Sarah advised that the "settlement sheet" is also a valid document that establishes the ownership of a property. This needs to be reviewed and/or modified as it has some possibly conflicting language as to who can vote.
- j. Treasurer should keep the owner list. Title deed is final, and title companies should update the treasurer of a sale.
- k. Payment plans are every 2 years. Owner can request another if paid in full before the next one is due
- l. Can allow payment plans before they're delinquent, must be 3-18 months. Board should vote to give treasurer discretion to set limits. Sarah advised that equal payments are required.
- m. Policies must be posted online. Not required to notify homeowners of new policies. It is their responsibility to stay informed from the agendas.
- n. Need to check if our deed restrictions have limitations on interest for payment plans
- o. Put sign info up to see the website.
- p. Deed restrictions:

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- q. There is a 4 year statute of limitations on violations.
 - r. 1st notice, 2nd notice, include the article violated and how to fix, 3rd notice is certified mail, then send to attorney. Attorney will send 1 demand letter. Then either a notice of noncompliance, or sue for substantial violation.
 - s. If someone fails to submit an A.C.C. application, go ahead and put the changes into their file.
 - t. Grandfathered violators do not give approval for new violators. Every violation is a case by case
5. Discussion amongst board:
- a. Rot boards on fences are allowed. The addition of rot boards does not alter the maximum overall height requirement of 6 feet as stated in deed restrictions. Sarah concurred with this observation.
 - b. Inquiries should be brought up at board meetings
6. Georgia proposed gearing up for a special meeting in the summer to adopt improperly voted on amendments from last annual meeting. Mike 2nd. Motion passed, 4 to 1
7. . Board member Mike motioned to adopt a policy to hold all meetings at handicap accessible locations. The motion was seconded by Georgia. The motion was withdrawn as our attorney advised us that any policy motions (new or revisions) must be on the published meeting agenda in order for them to be considered at the meeting.
8. Barry made a motion to allow treasurer to go ahead and pay for 2014 annual review. Ken 2nd. Motion carried 3 to 2.

Related to this motion, there was a discussion about the total budget expenditures. Sarah stated that the board may incur this expense and then reallocate how the original budget is actually spent. However, Sarah reminded us that under our bylaws, the board may not spend more than \$1,000 (annually in total) vs. the total annual budget that was approved by the homeowners, unless approval is obtained from the homeowners to exceed the total budget spending

- 9. Board member Kendall left the meeting at 8pm.
- 10. Barry made a motion to adjourn. Ken 2nd. Motion Passes.
- 11. The Meeting was adjourned at 9 PM.

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12. Next Meeting Date, TBD