

The Woods of Wimbledon Civic Association, Inc.

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

BOARD OF DIRECTORS MEETING MINUTES

January 7, 2014

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

Minutes Prepared by: Kara Ellis

Board Members in Attendance: Georgia Nisula, Allen Baker, Chelsea Spriggs, Kara Ellis, Steven Kenner, Ken Lindsay

Board Members Absent: Steven Frankoff

Guest Total: 2

Meeting was called to Order at 6:36 PM.

1. Georgia Nisula made a motion to approve the October 2013 Meeting Minutes and changes. Changes were that there was no discussion or a motion made regarding 5127 Wightman as the home is paid in full. Chelsea Spriggs seconded the motion, the motion carried.
2. Chelsea Spriggs presented the Treasurer's Report as follows:
 - a. All bills to the association have been paid and we are current with all accounts.
3. No one from Architectural Control Committee was present to present monthly report.
 - a. Discussed yellow card usage for violations
4. Discussed distribution of duties
 - a. Kara Ellis was assigned secretary duties
 - b. It was decided to implement the block captain program again as well as Yard of the Month. The winner will have their house displayed on the website to showcase the beauty of our neighborhood.
5. Discussion with previous board members on items that were in the works and needed to be continued:
 - a. Deed restriction violations – Georgia will be looking into the laws on enforcing. The 2014 board was told there were violations dating back to before May of 2013 that had not been addressed and a list would be given to the President as soon as possible of what homes/issues there were.
 - b. Mark Nisula stated the President should sign a new Bank Check Card. President and Treasurer agreed to go to the bank weekend of 01/11/14.
 - c. Mark Nisula stated the President should submit a notice to the Post Office of who has access to the PO Box. Traditionally, the Treasurer and

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President hold the keys to the PO Box. Treasurer will get other key from previous board member.

d. Mark Nisula stated there are New Policies, these 8 new policies where approved in August 2013 and where signed, notarized and mailed to the attorney just before the end of the 2013 year to be recorded. The attorney should send a copy of the recorded policies back. These new polices will need to be uploaded to online records as a permanent record. Additional a notice will need to be sent to all the owners that the new polices are in place and direct them to the website where they can read.

6. There was a discussion to hold each meeting the third Thursday of each month. All members present agreed.
7. Executive session was held.
8. Reconvened to Public Session where Georgia Nisula presented her goals as President.
 - a. WOW Board will file By-Laws with the county.
 - i. She requested everyone read on the website and will discuss and approve the next meeting.
 - b. Become compliant with property code 209
 - c. Correct spelling and grammar on WOW website
 - d. Currently WOW has 3 bank accounts, contingency, emergency, and savings. Georgia Nisula would like to consolidate to 2 accounts, combining the contingency fund and the emergency fund as this would make book keeping easier on the Treasurer and clearer to the community who have expressed concern at the yearly meetings as to the lack of necessity for so many accounts.
 - e. For each agenda, keep issues that were not fixed or addressed from previous meetings until resolved. Also, remove the wall repair from the agenda as this is not needed at this time.
 - f. Review previous information on WOW website to see if sensitive information should be censored.
 - i. This will be performed by President and Secretary
 - g. Review current contracts and decide if we should keep or find a new provider.
 - i. Electricity – Contract with Reliant signed for this year
 - ii. Trash – Chelsea Spriggs will review to see when contract is up, look for reduced pricing and include recycling.
 - iii. Landscaping – currently use Alluring for lawn and sprinklers. Steve Kenner to review contract and look for reduced pricing.
 - iv. Bug Spraying – has not raised their rates, will keep
 - v. Chelsea Spriggs to send all information on current contracts to each person investigating.

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- h. Have 2013 audit completed before annual meeting.
- i. Ultimate goal – have every property pay HOA fees or be on payment plan.
- i. Plan to send friendly reminder the last week in January to all homeowners on when HOA fees are due.

The Meeting was adjourned at 8:29 PM.

Next Meeting Date, Time, and Location: 6:30 pm, February 21, 2014 at Champions Fire Station, 12730 Champion Forest Dr Houston, Tx 77066, and will be posted within 72-hours prior to the meeting on the association's website.