

BOARD OF DIRECTORS MEETING MINUTES  
May 2, 2013

Location: Steven Frankoff's Residence, 15014 Marlebone Court, Houston, Texas 77069  
Minutes Prepared by: Mark Nisula

Board Members in Attendance: Steve Frankoff, Mark Nisula, Don Shackelford, Chelsea Spriggs, Peggy Pipkin, Mike George, Ken Lindsay

Guest Total: 0

Meeting was called to Order at 6:37 PM.

1. Mark Nisula presented the March 2013 meeting minutes.
  - a. Steve Frankoff made a motion to edit and approve the March 2013 meeting minutes. Don Schackelford seconded the motion, the motion carried.
2. Chelsea Spriggs presented the Treasure's Report.
  - a. The following address(s) have paid all dues owed in full:
    - i. 15202 Rose Cottage (Paid by Bank)
  - b. The following address(s) still owe due and/or fees over 90 days:
    - i. 15103 Benfer Rd. (owes 2013 dues & late fees)
    - ii. 5119 Westerham Pl. (owes 2013 dues & late fees)
    - iii. 15114 Marlebone Ct. (owes ~\$1400 due for 2012 & 2013 & late fees)
    - iv. 5131 Wightman Ct. (owes ~\$1500 due for 2012 & 2013 & late fees)
    - v. 14915 Benfer Rd (owes late fees for 2009 & 2012)
  - c. Steve Frankoff made a motion to forward delinquent properties as noted above to the attorney to collect outstanding fees. Peggy Pipkin seconded the motion, the motion carried
3. Chelsea Spriggs talked with Alluring Landscaping about replacing the timer for the sprinkler system at the Middlesteadt entrance. Cost will be \$150.
  - a. Steve Frankoff made a motion to approve. Peggy Pipkin seconded the motion. The motion carried.
4. Mike George discussed small items that had been submitted to the Architectural Control Committee over the past 2 months.
5. Peggy Pepkin is going to write a welcome letter for new residents.
6. Mike George makes a motion to adopt a \$200 fee for "Resale Certificates" and/or "Transfer Fee". Steve Frankoff seconded the motion. The motion carried.
7. Steve Frankoff makes a motion to approve the spending of \$500 on the required legislative updates into policies from the Attorney. Mike George seconded the motion. The motion carried.
8. Don Schackelford made the motion to adjourn. Steven Frankoff seconded the motion, the motion carried.

The Meeting was adjourned at 9 PM.

Next Meeting Date, Time, and Location: July 11, 2013, Steven Frankoff's House, 15014 Marlebone Court, Houston, Texas 77069 @ 7:00 PM.