

## **BOARD OF DIRECTORS MEETING MINUTES**

Location: John Wesley United Methodist Church, 5830 Bermuda Dunes Dr., Room A106, Houston

Minutes Prepared By: Bonnie Shows, Secretary

Board Members Present: Albert Bosch, Linda Intschert, Barry King, Don Shackelford, Graham Sherlock, Bonnie Shows, Mark Shows, John Spire

Guests: Nancy Woloshyn, resident; Tamara Simich, attorney

1. The meeting was called to order at 7:04p.

2. Roll was called and a quorum established.

3. Welcome.

4. Secretary's Report.

The minutes were provided and distributed via email prior to the meeting. Barry made a motion to accept the minutes. Linda seconded. 7- For, 1- Abstention. Motion approved.

5. Meeting and Discussion with HOA attorney.

Informal public discussion with board and guest. Formal discussion was in executive session.

6. Treasurer's Report.

The financial reports were provided and distributed via email prior to the meeting. Linda made a motion to accept the Treasurer's report; Mark seconded. Motion approved.

Established collection actions for delinquent accounts. Timeline: Jan. - statement mailed and payment due; Feb. – Apr. - delinquent statement with accrued fees mailed; May- 30-day letter warning attorney action; Jun. - letter from attorney warning lien action.

Treasurer will mail May statements after attorney reviews and simplifies the collection policy printed on back of statements.

7. President's Report.

Complaints and Inquiries:

Trailer parked on Rose Cottage Drive; has been moved

Untidy yard on Benfer Road; has been mowed

Rotted siding on Benfer Road; contacted homeowner; repairs are in process

Mosquito spraying to commence; confirmed spraying began in April

Wall Maintenance.

Graham inspected and photographed the damaged and/or leaning panels and columns of the exterior perimeter walls on Strack and Mittlestadt Roads. With permission of the homeowners, he examined the panels and columns from inside most back yards. Time constraints and scheduling conflicts with some homeowners prohibited Graham from entering their backyard for inspection.

Linda made a motion to accept the President's report; Mark seconded. Motion approved.

8. Deed Restriction Notification Cards.

Linda presented a draft of the card for review. Board will discuss at next meeting.

9. Architectural Control Committee.

Mark obtained the proposed guidelines and will meet with ACC members to finalize before presenting a draft to the board in May.

Inquiries:

Tree removal on Wightman Court; approved

10. Electricity contract renewal.

Treasurer recommended the board renew the soon-to-expire contract at the current rate. Mark made a motion to renew the contract; John seconded. Motion approved.

11. Website Committee.

Bonnie communicated with Graham a prospect for website maintenance and will follow-up before May meeting.

12. Old Business.

None.

13. New Business.

ACTION ITEMS for All Board Members:

- Inspect the perimeter walls on Strack and Mittlestadt Roads to determine the next step for repairing and/or replacing the damaged and/or leaning panels and columns.
- Review the draft of the Deed Restriction Notification Cards and provide comments/suggestions to Linda at May meeting

14. Public Comment.

Homeowner addressed the board regarding an on-going violation of the deed restrictions by another homeowner running a business from their home creating a nuisance for them and surrounding residents.

15. Executive Session.

Board entered into executive session at 7:20p.

Seven homeowners are delinquent and not on a payment plan. Treasurer will issue collection statements in May.

Graham will issue a deed restriction violation letter to homeowner for resolution.

Barry made a motion to allow attorney to send the appropriate initial letter to homeowner regarding the deed restriction violation and authorize attorney to draft a letter for collection of delinquent account of same homeowner; John seconded. Motion approved.

Regarding the interpretation of the ACC as an equal to the Board, attorney stated that any committee that serves the HOA should support the Board, not compete with them. The Board has final say. Barry made a motion to allow attorney to issue a formal and final statement regarding the ACC elections and its membership; John seconded. Motion carried.

Board exited executive session at 8:54p.

16. Adjourn.

Barry made a motion to adjourn at 9:18p; Mark seconded. Motion approved.