

BOARD OF DIRECTORS MEETING MINUTES  
July 9, 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 Shakelford, Chelsea Spriggs, Mike George

Board Members Absent: Tom McKenna, Peggy Pipkin, Ken Lindsay

Guest Total: 4

Meeting was called to Order at 6:45 PM.

1. Mark Nisula presented the May 2013 meeting minutes.
  - a. Steve Frankoff made a motion accept the minutes for the May 2013 meeting with amendments to spelling errors. Don Shakelford seconded the motion, the motion carried.
2. There was discussion between board members and guest about bonding requirements of all officers that are on the bank account that can sign checks. Mark Nisula read the online version of the By-Laws, sec VIII, paragraph E, Bonding.
3. Steven Frankoff made a motion to 1) investigate if bonding is required with the associations attorney. 2) if or if not required the board will still bond thoughts on the signature cards, with in limits of budget. There was no second to the motion, and the motion failed.
4. Mike George made a motion to have Chelsea Spriggs to research our records and policies to see if the directors on the accounts are bonded. If not, the board will solicit quotes for bonding. If the bonding is over the approved budget amount that was approved at the annual property owners meeting in December 2012, the board will seek approval of spending from the property owners. Steven Frankoff seconded the motion, the motion carried.
5. Chelsea Spriggs did not have a Treasure's Report. She did confirm that all bills to the association have been paid and we are current with all accounts. She also confirmed IRS filings and state recordings have occurred for the 2013 year.
6. There was discussion between the board and the guest on how to make the board more visible to property owners especially those that have recently purchased property or are renting/leasing.

7. Chelsea Spriggs made a motion to volunteer herself to give the new property owners and/or new tenants welcome letters with contact information. There was no second to the motion, and the motion failed.
8. Steven Frankoff made the motion to create a committee that Chelsea Spriggs will head. This motion was withdrawn by Steven Frankoff prior to vote.
9. Mike George will draft a new welcome letter that will be sent out to new property owners and/or tenants from the beginning of 2013 to present.
10. Steven Frankoff made a motion that association solicits on the website for volunteers from each block to be block captains. This motion was withdrawn by Steven Frankoff prior to vote.
11. Steven Frankoff asked that all non board members to leave as the board was entered into closed session to discuss pending legal matters.
12. Mike George confirmed with the board to move forward in sending a letter to the association's attorney to file lawsuits on the unpaid home dues that are still owed. Since this was a previous motion from May 2013, no further board action was taken.
13. The board convened back into public session however all guest that were present early had left the property.
14. Don Schackelford made the motion to adjourn. Steven Frankoff seconded the motion, the motion carried.

The Meeting was adjourned at 9:25 PM.

Next Meeting Date, Time, and Location: August 8, 2013, however a time and place had not been set, and will be posted within 72-hours prior to the meeting on the associations website and sent via email to all those that wished to be contacted via email.