

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, Don Shackelford, Graham Sherlock,
Bonnie Shows, John Spire

Board Members Absent: Barry King, Mark Shows

1. The meeting was called to order at 7:03p.
2. Roll was called and a quorum established.
3. Welcome.

Homeowner Nancy Woloshyn, 15011 Marlebone Court, was present.

4. Secretary's Report.

The September minutes were provided and distributed via email prior to the meeting. Graham made a motion to accept the minutes; Linda seconded. Four for, two abstained; Motion approved.

5. Treasurer's Report.

The financial reports were provided and distributed via email prior to the meeting. John presented the Treasurer's report in Barry's absence and recommended we move \$10,000 from Operations to the Capital account. Graham made a motion to accept the Treasurer's report and to transfer funds to the Capital account; Albert seconded. Motion approved.

John presented the 2020 budget in Barry's absence. Graham made a motion to accept the Treasurer's report; Albert seconded. Motion approved.

6. President's Report.

Complaints and Inquiries:

A homeowner complained about yard refuse not being picked up. This has since been resolved.

A homeowner received a note on their door and contacted the board. The note was not from any board member.

Trash/Recycling.

Graham sent a registered letter, as required, to Best Trash informing them that we would not be renewing our contract for the 2020 calendar year.

Website Committee.

Computer Parts and Electronics, Inc., are the new website maintenance company. Website revamp to be completed by the annual meeting in November.

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

7. Vice-President's Report.

Boundary Wall Repairs.

Albert received the contract from Jorge Perez with JQ Brick Repairs & Restoration Services, LLC for tearing down and rebuilding eight (8) double panels and nine (9) brick columns of the perimeter walls and installing concrete piers on each brick panel to stabilize the foundation for \$27,600. Albert will contact Jorge Perez for a copy of bonding license and insurance. Construction and repair to begin October 28, 2019.

Graham made a motion to allow Albert to sign the contract for JQ Brick Repairs & Restoration Services, LLC to begin wall construction once the necessary licensing and bonding paperwork is obtained; Linda seconded. Motion carried.

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

8. Deed Restriction Notification Cards.

Linda received the guidelines from the ACC and asked for comments and/or recommendations regarding verbiage. Linda asked to table further discussion till December meeting so that all board members can review and give feed back.

9. Landscaping.

Plantings are in and look great!

10. Architectural Control Committee.

Mark Shows reported via text no homeowners submitted requests to the ACC. Edgar Medina is the new Chairman for the ACC.

11. Old Business.

None.

12. New Business.

ACTION ITEMS:

- Albert obtained the necessary licensing and bonding paperwork for JQ Brick Repairs & Restoration Services, LLC then sign the contract to begin wall construction
- Albert: contact the county to see who is responsible for cutting low hanging limbs over the streets.
- ALL: send comments and/or recommendations regarding verbiage to Linda
- Bonnie & Graham: inventory documentation per retention policy.
- Graham: check the marquis light on Mittlestadt Road to see if it can be adjusted. If not, contact an electrician to for a quote.

13. Public Comment.

James and Celia McMahon sent a sealed letter to board via Nancy Woloshyn. Nancy stated the increased traffic and parking situation has improved on Marlebone Court.

14. Executive Session.

Board entered Executive Session at 8:51p.

Tamara will mail letters with lien affidavits to delinquent homeowners.

Board exited Executive Session at 8:51pm.

15. Adjourn.

John made a motion to adjourn at 8:51pm; Graham seconded. Motion approved.