

### **Board Briefs**

Board Meeting was held October 11, 2011. Attendees: Gloria Valigura, Keith Austin, Alvin Hodges, and Patricia Ortiz. Also attending, Mr. Soto, an interested homeowner.

### **Committee Reports**

ACC - Nancy Nichols and Paul Behrend – No report

Pool – Maria Aaly – Pool is closed for season

Communication Committee – Vacant

Recreation Committee – Christine Huckels

- Santa in the Park – Saturday, December 3 from 6:00 p.m. to 8:00 p.m.

Welcoming Committee – Lisa Behrend

Web Page – Gloria Valigura

### **Open Discussion and/or Votes Taken**

- Financials were discussed.
  - TCM has sent the records of three homeowners who are at least two years in arrears in their maintenance fees to legal collection.
  - The record of one homeowner who has defaulted on a payment plan has been sent a final demand letter prior to issuing a lien on the property.
- **2012 Budget and Maintenance Fees** – The board is meeting on Thursday, October 20, to finalize the 2012 budget and to finalize the 2012 homeowner maintenance fees.
- **New Recreation Committee Chair** – Christine Huckels is our new Recreation Committee Chair. Christine is relatively new to our subdivision and is most interested in getting involved to make our subdivision an enjoyable, welcoming community. Welcome Christine.
- **Decorate entrances for Christmas** – meet at the pool at 10:00 a.m. on Saturday, November 26, 2011, to help the board decorate the entrances to HBTM for Christmas.
- **Santa In the Park** – Come meet Santa and tell him what you want for Christmas at the pool on Saturday, December 3, from 6:00 p.m. to 8:00 p.m.
  - Keith requested a check for \$500 from TCM for this function. This will be given to Christine to cover the expenses for this function.
- **Volunteers Needed** – the board invites you to volunteer for several of our committees. Specifically, there is a need for a Communications Committee Chair; however, the other committees would very much appreciate having you on their team. This is a great way to get to know your neighbors and to provide a service to our community. If interested, please contact Patricia Ortiz.
- **Surveillance camera** – One camera needs to be replaced after new light poles installed.
- **Pool tags process for 2012** – Board voted to adopt a new pool tag process. More information will be sent with 2012 maintenance fee letter as well as prior to pool opening in 2012.
- **Maintenance fees** – 4.7% of homeowners have not yet paid their maintenance fees; and 2.4% are on payment plan. Remember that if you don't pay your maintenance fees it results in either reduced services or increases in maintenance fees for your neighbors.
- **Jeff Messock** – our legal representative will attend the November board meeting to discuss changes in State of Texas and how they will affect HOA's and POA's. You are invited to attend as it will give you insight into some of the controls under which we operate.
- **Audits** – the board voted to perform financial audits every two years. The 2011 books will be audited as per our contract with the CPA. We will return to financial audits every other

year beginning with the 2012 financials. During these audits, the CPA will audit the books for two years at a time; thus, saving us a few dollars a year.

- **Bank change** – board agreed to use First New Bank based on continued recommendations from TCM. TCM to provide additional information on bill e-pay (i.e., StrongRoom).
- Patricia lead discussion of HBTM Action Item list
  1. Trespass Affidavit – not applicable in Harris County (dropped from AI list)
  2. Liability at pool document – Jeff Messock to review prior to our signing
  3. Camera 5 is out at pool. Will be replaced after new light poles installed
  4. Pool replaster – TCM to ask bidders additional questions. Keith to meet with the companies to get clarifications.
  5. Change out locks – working
  6. Light pole repair/replacement – At least three (3) poles need to be replaced soon due to excessive corrosion at their base. TCM getting additional quote based on homeowner input. Also, going back to one company requesting a re-quote on 18’ poles rather than 15’ poles. Also, for each company to re-quote to reinstall all fixtures and surveillance camera on each pole. Also, to replace the bulbs during this work effort and to put a cap on top of the pole to prevent critters from chewing on the power lines.
  7. 2012 pool tag process – board voted to change process. Everyone will get new tags
  8. Shrubs at monument – trim in Jan 2012 so that HBTM signs are visible
  9. Vacuum pump for pool – waiting on Hou-Rec
  10. Light pole wiring covers - see item 6 above
  11. First New Bank – TCM to obtain additional information on bill e-pay
  12. Replace pole in SW corner to pool – see item 6 above
  13. Draft 2012 budget – board to finalize by October 24.
  14. Keith to check flooring in attic when temp is cooler
  15. Perry cul-de-sac homeowners are starting Neighborhood Crime Watch. They will keep us posted on status. Maybe they can be a model for others wanting to start crime watch teams. Keeping an eye out for your neighbors is always a good thing. Making a mental note of strangers and recording the make, model and license tag of their automobiles is also good practice. For additional information on homeowner safety see our webpage
  16. Gloria to update 2012 HBTM HOA Pool Tag Application Form and sent to Patricia by October 24, 2011.
- Precinct 4 Crime Statistics for RR MUD #1 were distributed via e-mail to the board.

10/17/11