

**Brittany Lakes Homeowners Association, Inc.**  
**Board Meeting Minutes**

July 28, 2011

Pursuant to Article VI, Section 1 of the Bylaws of the Brittany Lakes Homeowners Association, Inc. a meeting of the Directors was duly called and held on July 28, 2011 at the **League City Perry Family YMCA located at 1700 Brittany Bay Boulevard in League City, TX 77573.**

**IN ATTENDANCE**

In attendance representing the Brittany Lakes HOA Board of Directors were Geg Ellis, John Dunn and Mariane Maximous. Absent with apologies were Todd Edwards and Janet Alleman. Also in attendance representing Spectrum Association Management was Jennifer Roberson.

**DETERMINATION OF QUORUM**

A quorum of Board members was announced and the meeting was called to order at 6:36pm.

**HOMEOWNER FORUM**

A homeowner expressed his concern with violation enforcement in his section of the community and the concern for plummeting house values. Director Ellis explained the violation process to the owner and advised owner on how to report violations to Spectrum through the community website or via telephone.

**MINUTES**

The Board of Directors reviewed the previous meeting minutes for June 23, 2011 and voted unanimously to accept them as an official record of the Association.

**FINANCIAL REPORT**

The Board of Directors was provided the financial report for July 2011. Director Ellis reviewed the information and presented to the Board and Spectrum line items in the financials which needed coding re-adjustments to remove newly added lines which were not previously budgeted for or which needed to be amended for an increase. Director Ellis noted that the line items relating to Community Events was to be increased based on previous action taken during a Board meeting to increase the budget from \$2500 to \$8500 to include 3 community events and the annual meeting budget, in addition, Director Ellis motioned and was seconded by Director Dunn to increase the line item for the Pool Phone from \$1,000 to a new amount of \$2,300 to include new costs associated with the addition of DSL service. The motion passed unanimously approving this line item amendment.

**COMMITTEE REPORTS**

**CAMSTAT- JOHN DUNN**

Director Dunn advised that there was not much new updates with the CAMSTAT program. An upload would be made to the community website of the monthly crime report related to Brittany Lakes HOA.

**LAKE- TODD EDWARDS/LAKE SUBCOMMITTEE**

Director Ellis reported that there was no new report as a scheduled meeting was still pending between the MUD and HOA.

#### **ARCHITECTURAL- TODD EDWARDS**

Director Ellis requested that Spectrum obtain an update from the attorney on the status of the redlined document so a draft can be posted for homeowner review.

#### **BEAUTIFICATION- MARIANE MAXIMOUS**

Director Maximous advised that progress was being made with the Altamire monuments. Director Ellis advised the monuments were near completion. The Board discussed changing the lighting fixture planned for installation to a smaller fixture as presented by LBJ Services. A motion was made by Director Dunn and seconded by Director Maximous unanimously approving the motion. Spectrum will notify Lynn's Landscape about this change. Director Maximous inquired on the next step for the staining of the fence and Spectrum advised that LBJ just needed to be advised on what the next phase would be. The Board discussed and determined that the east end section of the fence along League City Parkway and the remaining portions of the fence on Hobbs Rd would be the next sections completed. In addition, the Board requested that LBJ Services advise on which remaining section, Brittany Lakes Dr or Landing Blvd., would be the best section to tackle considering the needed repair prior to completion of staining.

#### **SOCIAL- JANET ALLEMAN**

Director Ellis noted that Director Alleman would need to be contacted for an update in regards to the proposed August swimming pool party.

#### **COMMUNICATION- GREG ELLIS**

Director Ellis advised that the deadline for the September newsletter was the end of August and Director Dunn would retain his position as interim newsletter editor.

#### **NEW BUSINESS**

##### **New Camera Proposal**

The Board reviewed a proposal submitted by Ironshield, as requested by Director Dunn, for installing two additional cameras on a single light fixture next to the pool to provide better coverage of the entrance and exit of the recreational parking lot.

##### **Nomination Committee**

Director Ellis advised he would be getting with Director Edwards in order to ensure a Nomination Committee was established for the 2011 Board elections.

##### **2011 Swim Addendum( September billing)**

The Board was presented with the addendum from Gulfcoast Aquatics for the additional expense of having the pool open on weekends in September. The Board reviewed and motioned to unanimously approve the addendum as presented.

#### **OLD BUSINESS**

##### **COMMUNITY PROJECTS- Updates**

##### **Fence Repair & Staining**

Discussion was held earlier during the meeting.

**Architectural Drawing Project**

Spectrum requested clarification on the scope of work needed to complete this project as the current proposal was excessive in cost and scope. The Board advised that they wanted to see pricing on design only for the construction of a tennis court, basketball court and community center. UPI Builders will be requested to resubmit with costs associated with lines 1&2 of their original proposal.

**EXECUTIVE SESSION**

The Board adjourned into executive session at 7:42pm

**NEXT MEETING DATE**

August 25th, 2011 @ 6:30pm

**ADJOURNMENT**

With all business discussed and no other or new business presented to be discussed, the meeting was adjourned at 7:46pm.

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Authorized Signer  
Brittany Lakes Homeowners  
Association, Inc.

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Jennifer Roberson  
Managing Agent