

Brittany Lakes Homeowners Association, Inc.
Board Meeting Minutes

October 27, 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 October 27, 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 Mariane Maximous, John Dunn and Todd Edwards. Absent with apologies were Greg Ellis 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 6:35pm.

HOMEOWNER FORUM

No homeowners were present.

MINUTES

The Board of Directors reviewed the previous meeting minutes from September 22, 2011 and voted unanimously to accept them as an official record of the Association.

FINANCIAL REPORT

The Board of Directors reviewed the financial packet for September 2011. Spectrum advised the Board that the line items they had been monitoring in anticipation for exceeding the budget (General Administrative and Legal) had gone over the budget amount. The Board noted pending legal invoices and decided to hold off on amending the budget line item.

2012 PROPOSED BUDGET

The Board discussed some items still pending for the final approval of the 2012 Association budget. The Board was awaiting some changes as proposed by Director Ellis and noted that they would table final approval until the annual meeting being held the following week.

COMMITTEE REPORTS

CAMSTAT- JOHN DUNN

Director Dunn advised that the new stop sign installation at the intersection leading into the Meadow had been completed as of 10.26.2011. The LED lights would be up for 30-days along with the large warning signs. Directors also discussed the noted presence of an on-duty officer at various areas throughout the community stopping speeders.

LAKE- TODD EDWARDS/GREG ELLIS

The MUD has referred all questions to their counsel and will not answer questions about their proposed path forward. The Board encourages residents to petition the MUD to take the appropriate corrective action to remediate the Willow Pond bulkhead.

ARCHITECTURAL- TODD EDWARDS

Director Edwards noted that he had been unsuccessful in getting in contact with the lawyer from HooverSlovacek on incorporating the redlined items the Board had sent over. This initiative is still in process.

BEAUTIFICATION- MARIANE MAXIMOUS

Director Maximous had no new updates. She advised that she was still awaiting correspondence from the owner who initiated the review into putting in a community garden at the Essex park. The Board discussed the appropriation of funds to the Capital Reserve line item for 2012 as money that would be used for beautification projects including the possibility of building a new monument(s) for the back section of the community on Landing Blvd. past Loon.

SOCIAL- JANET ALLEMAN

No Update

COMMUNICATION- JOHN DUNN

Director Dunn advised that though he was not seeking re-election for the 2012 Board of Directors he would be reprising his role as a committee member for the CAMSTAT and Newsletter committees. The Board discussed the timeframe for the next community publication and determined that newsletters would be issued every 4 months with the next publication going out in February 2012. The Board discussed in detail methods for acknowledging the volunteer work/contributions made by committee members serving on the most active committees. The Board requested Spectrum to look into appropriate methods for acknowledging those individuals in line with what would be permitted based on their governing documents.

NEW BUSINESS

Architectural Drawing Update

The Board discussed the final sketch/plan and final items they wanted added into the plan for future planning. The Board acknowledged that the final drawing would not be needed for the annual meeting to ensure all items are placed in the plan's final edition. The membership will be able to review the initial plan as provided by Jacobs Architectural Group to get an idea of what the Board envisions for the future development of the recreational space. Spectrum was advised to coordinate time for Board members to meet with the architect on site prior to completing the final product. The Board also inquired on if the architectural group would provide pricing on the addition of a running track and small workout stations as well as provide a floor-plan for the proposed clubhouse. Spectrum will confirm this with the architecture firm.

Lincoln Service Light Pole Proposal

The Board was presented with a proposal from Lincoln Association Services for the installation of light poles at the large lake and also at the Essex park. The Board was advised that there was still a pending proposal for comparison purposes. The Board reviewed the scope of work being completed and the cost associated with the work. The Board advised they would wait for the additional proposal before making a decision on pursuing the light pole installation project.

2011 Annual Meeting Agenda

The Board discussed preparing the annual meeting agenda and topics to discuss. The Board requested that the meeting agenda have the following as items/topics for discussion.

Financials

2011 Projects

2012 Budget

Future Projects
Lake Discussion
MUD 6 Tax Rate
Fine Policy

MISCELLANEOUS

The Board discussed some miscellaneous initiatives they wanted to pursue including the maintenance of front doors (i.e.: staining) and also powerwashing/cleaning of roof shingles in order to remove mildew (apparent black stain often found running down the slope of the roof).

NEXT MEETING DATE

November 3, 2011 @ 7pm

ADJOURNMENT

With all business discussed and no other or new business presented to be discussed, the meeting was adjourned at 7:45pm.

Authorized Signer
Brittany Lakes Homeowners
Association, Inc.

Jennifer Roberson
Managing Agent