

# BRITTANY LAKES HOMEOWNERS ASSOCIATION INC.

## MINUTES OF MEETING BOARD OF DIRECTORS April 16, 2009

### NOTICE

The regular Board of Directors meeting was held at the League City YMCA, 1700 Brittany Bay Boulevard in League City, Texas 77573-5135 at 6:30 p.m. per Waiver of Notice.

### PRESENT

Todd Edwards	President
Linda Lorch	Vice President
Greg Ellis	Secretary
John Vance	Treasurer

### ABSENT

Monica Foster	Director at Large
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### ALSO PRESENT

Joanne Williams	Planned Community Management, Inc.
Jim Turner	Webmaster & Communications Committee Chairperson
Residents	Sign-In Sheet Filed with Minutes

### QUORUM

Management announced a quorum was present and the meeting was called to order at 6:41 p.m.

### HOMEOWNERS FORUM

Homeowner Amber Nink addressed the Board. She asked why no trees or other plants are planted at the Altamire Road entrance to the subdivision. Linda Lorch told Ms. Nink that April 30, 2009 is the first meeting of the Beautification Committee and asked if she was interested in serving on the committee. Ms. Nink said she would be available to help beginning in early June 2009.

### MINUTES

The Board reviewed the minutes of the regular meetings held on Thursday, March 19, 2009. The Board waived the reading of the minutes and upon a motion made, seconded and carried, the Board RESOLVED to approve the minutes as submitted.

### FINANCIAL REPORT

The Board reviewed the financial statement for the period ending March 31, 2009 with a balance in the operating account in the amount of \$213,835.17 part of which will be moved to the new Sweep Account at Sterling Bank when the signature cards are received. The Southwest Securities Money Market Account balance is \$383,955.50 and the Smith Barney Reserve Account is \$257,634.21 both of which are also insured and whose funds can be transferred electronically at any time without cost to the Association. The Association made the \$25,000 yearly payment on the developer loan in April per the terms of the loan agreement.

### COMMITTEE REPORTS

**Architectural Control** – Todd Edwards, Board Liaison, reported drafts of about two-thirds of the ACC Guidelines have been completed. The Committee will meet in the next week to develop a timeline for completion of the draft guidelines.

**Beautification** – Linda Lorch, Board Liaison, advised eight residents responded to serve on the Beautification Committee. Linda anticipates the core group will likely be a total of four residents (including her). The Committee will be meeting as soon as possible.

**Neighborhood Watch** – John Vance, Board Liaison, presented a written Neighborhood Watch Plan outlining Committee plans to hold its kickoff meeting on June 9, 2009 contingent on the availability of Officer Gaylean and confirmation a meeting room will be available at the YMCA. The week of May 17, 2009, John needs to order three packets of 30 Neighborhood Watch materials for the committee members and he anticipates sending out postcards to residents the same week. Upon a motion made, seconded and carried the Board RESOLVED to approve an initial expenditure not to exceed \$300.00 to obtain the Neighborhood Watch materials.

**Communication** – Jim Turner, Liaison/Webmaster, presented a written report to the Board containing the Communication Committee Mission and Organizational Statement and the Minutes of the first Committee meeting held on April 8, 2009 prepared by Clay Moore, Chairperson.

#### **OLD BUSINESS**

**Advantage Fence** – The Association asked the contractor to inspect the community to determine which private fences required repairs. The Board asked to review the draft letter being prepared by Advantage Fence.

**Earthcare Landscape** – PCMI reported on the repairs to the playground at the large park and that the wood fiber has been installed at all three park locations.

**Playgrounds of Pearland** – Lisa updated PCMI on the status of the new picnic tables, benches and trash cans at the pool and playground areas and reported they should be installed next week.

**Collection Policy** – The Board reviewed the proposed Collection Policy drafted by Hoover Slovacek LP and the Board will present their changes or additions by the next board meeting for approval. Greg Ellis suggested amending paragraph 3 of the policy to send out a postcard in early January as a friendly reminder that late fees and penalties would be assessed for any fees not paid by the 31st of January. He also suggested making sure the Board had the ability to negotiate payment terms with delinquent accounts. Current arrears are \$102,619.48, of which \$83,295.79 is from 2009 dues (status as of April 15, 2009).

**Hurricane Ike** – The Board discussed a deadline for hurricane repairs for residents who have not completed their repairs and for the removal of trucks, trailers and recreational vehicles in the community. Upon a motion made, seconded and carried the Board RESOLVED to establish a deadline of June 15, 2009 for residents to cease and desist residing in accommodations on their property outside of their permanent homes.

#### **NEW BUSINESS**

**Tennis Court** – The Board discussed options to replace the current lock on the tennis court gate and directed that a locksmith provide estimates for a security key system and a cipher lock system for consideration.

**Unanimous Written Consent** – Upon a motion made, seconded and carried the Board RESOLVED to ratify approval of contract expenditures from January 1, 2009 through April 16, 2009 as submitted. A copy of the UWC will be placed in the Association Minute Book for the records.

#### **MEETING DATE**

The Board meeting is scheduled to be held on Thursday, May 21, 2009 at 6:30 p.m. at the League City YMCA, 1700 Brittany Bay Boulevard in League City in the large conference room.

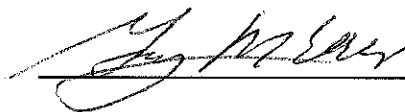
#### **EXECUTIVE SESSION**

The Board met in executive session to discuss potential litigation and other enforcement matters.

#### **ADJOURNMENT**

The meeting was adjourned at 8:39 p.m.

**BRITTANY LAKES HOMEOWNERS ASSOCIATION, INC.**



Greg Ellis, Secretary