

Brittany Lakes Homeowners Association, Inc.

A Texas Non-Profit Corporation

Board Meeting Minutes

March 24th, 2016

LOCATION: Perry Family YMCA
1700 W. League City Parkway
League City, TX 77573

IN ATTENDANCE

Representing the Board Members of the Brittany Lakes Homeowners Association were the following people:

- Todd Edwards (President)
- Greg Ellis (Vice President/Treasurer)
- Melissa Kirkland (Secretary)
- James Charo (Director)
- Kim Widener (Director)

Representing Spectrum Association Management, LP was the following person:

- Adrienne Victorian (Community Manager)

DETERMINATION OF QUORUM

A quorum of Board members was announced by Adrienne Victorian and the meeting was called to order at 6:34 pm.

HOMEOWNER FORUM

Four homeowners were present. One homeowner reported that too many boats were parked in the Reserve section. He also reported that ant piles were a nuisance. The Board agreed to get the landscaper (Greune) to spot treat for ants and to also review the number of violations for boats. Another homeowner reported that a business was being run out of a home and that another home had a portion of their fence down. Both items will be sent to the site manager for action.

APPROVAL OF MINUTES

Board Meeting Minutes from January 28th and from March 3rd were deferred for approval at a later date.

FINANCIAL PACKET

The February 2016 financial packet was reviewed by the Board. Vice President/Treasurer Ellis requested that the tennis court maintenance line item be increased by \$5,000 for 2016. The Board unanimously approved this request.

GENERAL BUSINESS

- Gulf Coast Contract – the Board approved the contract on the condition that a splash pad safety inspection checklist be added to the Gulf Coast inspection responsibilities and that furniture storage at the end of the swimming season is confirmed in the contract.
- Finalize Pool Opening and Closing Dates – The pool will be scheduled to open the first weekend in May – the 7th and 8th.
- Pool Building Refurbishment – The Board is waiting on additional bids for a fan under the Main Park. A Board member plans on executing a project walkthrough the week of 28 March 2016.
- Spring Fling community event – the Board set the date for 15 May 2016 for this.
- Spring Garage Sale – The Board set the date for 23 April 2016. The Board requested that Spectrum procure a vinyl sign that reads; “Community Wide Garage Sale this Saturday”. The Board will also post this information to social media. Lastly, the Board requested that Spectrum send out a post card to all homeowners announcing the Spring Fling and Garage Sale information.
- Committee to work on Landscaping at the Pool – The Board assigned Barry Eppley to coordinate this project.
- Geese – the Board voted to acquire 2 geese for Willow Pond.
- Approve additional work on the Tennis Courts – The Board requested a bid from Spectrum to properly repair the hole recently made by vandals. In addition, the Board requested bids from Spectrum to repair/retrofit other areas where tennis court access is deemed insecure.

- Additional Site Drives – in lieu of additional site drives, which the Board deemed too costly, the Board is asking that the site manager be pro-active in when conducting inspections. The Board also requested that Spectrum concoct performance metrics on ACC requests, violations, et cetera. The Board also requested that the site manager occasionally attend Board meetings to discuss community issues with the Board directly. Once per quarter is recommended.
- Water in Swing Set Area at Loon Park – the Board requested that Spectrum get a bid for a civil engineer, or other qualified person, to investigate this issue and provide an opinion on proper resolution. The Board also requested that Spectrum get a vendor to re-attaching the kids’ picnic table in the Main Park to its concrete pad.

ADJOURNMENT

The meeting was adjourned at 9:02 pm.

Authorized Signer of the
The Brittany Lakes
Homeowners Association, Inc.

Bart Jones
Managing Agent

Date