

Brittany Lakes Homeowners Association, Inc.
Board Meeting Minutes

May 27, 2016

Pursuant to Article VI, Section 1 of the Bylaws of the Brittany Homeowners Association, Inc. a meeting of the Directors was duly called and held on May 27, 2016 at the Perry Family YMCA located at 1700 League City Pkwy, League City, TX 77573.

IN ATTENDANCE

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

- James Charo (Vice President)
- Melissa Kirkland (Secretary)
- Kim Widener (Treasurer)
- Lori Armstrong (Director)

Absent, with apologies, was Todd Edwards, President.

Representing Spectrum Association Management, LP was the following people:

- Adrienne Victorian (Community Manager)
- Jennifer Roberson

DETERMINATION OF QUORUM

A quorum of Board members was announced and the general session meeting was called to order at 6:30 pm.

HOMEOWNER FORUM

Several homeowners spoke with the Board concerning issues including common area perimeter fencing, additional pool furniture, pool and tennis court card keys, tennis court access, consideration for speed bumps, adult swim time at the Association pool, and erosion at Willow Pond.

MINUTE APPROVAL

The Board unanimously approved the April 28th, 2016 Board meeting minutes.

FINANCIAL REPORT

The Board reviewed the April 2016 Association financial report. Ms. Victorian informed the Board that a prior request (in April) of \$25,000 to be added to the capital improvement budget will reflect in the June 2016 report.

NEW BUSINESS

- Ms. Victorian informed the Board that she and Director Lori Armstrong would be developing a weekly communication to the community. Target date for first publication is as yet undetermined.
- President Todd Edwards (prior to the meeting via email) proposed that the Association consider obtaining an evergreen service agreement to execute miscellaneous repairs within the Association. The Board considered this idea and agreed to investigate the economics of this proposal. Ms. Victorian informed the Board that she would follow-up with bids within the next two weeks.
- National Night Out (the 1st Tuesday of October) was discussed. The Board unanimously agreed to appoint Janine Libretto to coordinate the event.
- The Board requested that Spectrum add a community garage sale advertisement to the calendar. The proposed date of the garage sale is November 5th, 2016.
- Secretary Melissa Kirkland motioned to approve the June 18th dive-in movie signs that Spectrum drafted. Vice President James Charo seconded the motion. The Board unanimously approved.

OLD BUSINESS

- The Board reviewed the tennis court area bids and unanimously approved the \$480 bid to repair the vandalized fence near the tennis court gate.
- Regarding the tennis court gate, the Board requested that Spectrum obtain an opinion from a contractor for a higher quality gate (less prone to breakage and vandalism).
- Landscaping Project: Ms. Victorian updated the Board on the Loon Park swing set area drainage issue. Spectrum will obtain a bid to install new drainage.
- Spectrum updated the Board on the project to remove oleander removal/addition of shrubs. Gruene has presented a bid and an additional bid is forthcoming from Monarch. Barry Eppley volunteered to check with the League City government to verify height requirements, et cetera. The Board agreed to put this initiative on hold until this information is obtained from Barry Eppley.
- Spectrum presented a bid (from the vendor Statewide) for one common area wrought iron fence. The vendor did not locate the other common area wrought iron fences. The Board reviewed the bid and requested that Spectrum have the contractor consider bidding an aluminum fence. Barry Eppley volunteered to identify the location of the common area wrought iron fences and forward that information to Spectrum.
- Vice President James Charo proposed that Spectrum locate a contractor to stain the Recreation Center area footbridge.

- The regular meeting adjourned at 7:56pm.

EXECUTIVE SESSION

The Board entered into executive session at the call to order at 8:04pm.

Aging reports on financial delinquencies were discussed and addressed.

ADJOURNMENT

With all business discussed and new business presented, the Board adjourned from executive session and the general meeting at 8:45 pm.

NEXT MEETING DATE

June 23, 2016 at 6:30 pm at the Perry Family YMCA.