

Brittany Lakes Homeowners Association, Inc.
Board Meeting Minutes

March 23, 2017

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 March 23, 2017 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:

- Lori Armstrong (Treasurer)
- James Charo (Vice President)
- Todd Edwards (President)
- Jeramy Roesler (Director-at-Large)

Representing Spectrum Association Management, LP was:
(Client Relations Manager) Adrienne Victorian

Absent with apologies: Director-at-Large Blake Nichols

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

There were three (3) homeowners present. A homeowner had a question concerning the overgrown front yards of their neighbors.

MINUTE APPROVAL

The Board unanimously approved the February 23, 2017 minutes.

FINANCIAL REPORT

The Board reviewed the January 2017 financial report. There were no questions or revisions requested to the financial report.

Spectrum highlighted a prospective financial account that insures federal deposits of up to \$15 million. The Board tabled the discussion on this matter for a future date.

OLD BUSINESS

Decision Items:

- Spring Fling Planning Project
 - The Board unanimously agreed to have Director Jeramy Roesler and Director James Charo solicit donations from Kroger and other mentioned vendors for the upcoming Spring Fling. If not successful, Community Manager Adrienne Victorian will contract *Jump and Joy* for food and bounce house rentals.

- LED Project
 - The Board unanimously approved a bid from Norris Electric for the installation of LED lighting for thirteen (13) monuments throughout the neighborhood. The Board requested that Norris Electric install a trial/pilot light at the Reserve Monument to test for proper light luminosity and quality (2700K/warm white light is preferred). Once installed, Director Jeramy Roesler will verify light luminosity and quality. If a “go”, then Norris Electric will install the remaining twelve (12) LED lights at the specified monuments.

- Pool/Splash Pad Project
 - The Board reviewed bids from several vendors for a splash pad maintenance contract. From this review, the Board unanimously agreed to approve the Gulf Coast Aquatics (GCA) bid for the pool and splash pad maintenance for the 2017 pool season. The Board also requested that Spectrum invite GCA to attend one (1) Board meeting every quarter to enhance communication with GCA.

OTHER BUSINESS

The Board discussed the following general items:

- The Board met with a Gruene Landscaping representative to discuss landscaping concerns of the community. The Board requested the following items:
 - A Gruene landscaping representative would attend (1) meeting a quarter.
 - During seasonal flower changes, Gruene will leave the previous flowers out for homeowners to pick up voluntarily.
- The Board unanimously agreed to have Spectrum obtain three (3) bids to power wash the thirteen (13) common area monuments.
- The Board requested for Spectrum to communicate a request to Norris Electric to evaluate the feasibility/economics of solar lights in the Recreation Center park area.
- The Board unanimously approved the Statewide Construction bid to repair the pool galvanized roof.
- The Board requested that Spectrum outline options for new bench and trash can installations purchase for the Association (this project is on the pending Association project list).

EXECUTIVE SESSION

The Board entered executive session at the call to order at 8:06pm.

- Legal
 - The Board reviewed the March 2016 legal status report from Hoover Slovacek. Two delinquent accounts were escalated.
 - The Board was presented the January 2017 aged receivables report for review.

- The Board discussed an open legal matter and agreed unanimously to approve the current offer with conditions. These conditions will be presented to the Association attorney for immediate further action.

ADJOURNMENT

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

NEXT MEETING DATE

April 27, 2017 at 6:30 pm at the Perry Family YMCA.

Brittany Lakes Board Signature

Spectrum Association Management