

**THE LAKES OF AVALON VILLAGE
COMMUNITY ASSOCIATION, INC**

MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: June 10, 2019

Location: Lakes of Avalon Village Clubhouse
7120 Avalon Bend Circle
Spring, TX 77379

Attendees: Patrick Harper, President
Alisa McLendon, Secretary/Treasurer
Nancy Terry, Director
Doug Sebastian, ACMI

OPENING: The meeting was called to order at 6:30pm by Mr. Harper. Director David Corbin was not present.

HOMEOWNER DISCUSSION: No homeowners were present at the meeting.

OFFICER ELECTIONS: The board unanimously agreed to elect the following officer positions:

- President – Patrick Harper
- Vice-President – Alisa McLendon
- Secretary/Treasurer – Nancy Terry

PRIOR MEETING MINUTES: The board approved the minutes from the following meetings:

- April 8, 2019 Board Meeting
- May 13, 2019 Annual Meeting

ASSOCIATION OPERATIONS:

- **Pool Furniture** – The board approved ordering six chairs and 4 umbrellas from Chair King.
- **Women's Restroom Drain** – The board approved having a plumbing clear the drain which is not draining properly.
- **Depth Tile at Baby Pool** – Ms. McLendon reported that the depth tiles at the baby pool are broken. ACMI will contact the pool company to have the tiles repaired.
- **Pool Gate** – The pool gate latch needs to be replaced. ACMI is waiting on a second quote for the repairs.
- **First Aid Kit** – The board approved having the pool company order and replace the first aid kit at the pool.
- **Plaster Repair** – Repairs are complete to the plaster near the pool gate.
- **ADT Cameras** – Mr. Harper reported that the camera system at the clubhouse has not been accessible. ACMI will contact ADT to have the system checked.
- **Clubhouse Door Lock** – The board requested options and pricing to replace the front door lock.

MANAGEMENT REPORT:

- **Orientation for New Board Member**
 - **Introduction** – Mr. Sebastian reviewed the board responsibilities and roles of the board with the new board members. He referenced the bylaws, ARC guidelines, and deed restrictions as important documents that guide all decisions by the board of directors.
 - **Board Notebooks** – Mr. Sebastian provided and reviewed the board notebook which includes copies of the association's legal documents, contracts, and other important materials.
 - **Policies & Procedures** – Mr. Sebastian reviewed policies used by ACMI for collections, reporting, and operations that have been approved by the board.
- **Financial Reports** - Mr. Sebastian distributed and reviewed the May 2019 monthly financial reports including the Balance Sheet, Income Statement, and Check Register.

- **Collections** – The current receivables report was reviewed.
- **Attorney Report** – The board reviewed the current attorney report.
- **Deed Restriction Report** – The board reviewed the current deed restriction report. The board approved additional action related to one account.
- **Next Board Meeting** – August 12, 2019 at 6:30pm.

ADJOURN

The meeting was adjourned at 7:45 pm.

Prepared By: _____
Doug Sebastian, ACMI

Approved By: _____