

SPRINGBROOK HOMEOWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: March 6, 2014 – 6:00 pm

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

Attendees: Craig Goodie, Director
Gayle Meharali, Director
Kathleen Sfamenos, Director
Doug Sebastian, ACMI

OPENING: The meeting was called to order at 6:07 pm by Mr. Sebastian.

APPROVAL OF PRIOR MEETING MINUTES: The minutes from the following meetings were approved:

- February 27, 2014 Homeowners Meeting

OFFICER ELECTIONS: The board elected directors to the following positions:

- President – Craig Goodie
- Secretary – Kathleen Sfamenos
- Vice-President – Gayle Meharali

MANAGEMENT REPORT

- **Financial Reports** – Mr. Sebastian reviewed the February 2013 monthly reports with the board.
- **Deed Restriction Enforcement** – The board discussed DR enforcement. The board discussed adding a second inspection by ACMI. The board agreed the force mows should be performed more strictly and agreed to reevaluate the need for a second inspection in a few months.

ASSOCIATION OPERATIONS

- **Webpage** – The board approved having ACMI set up a webpage for Springbrook on their website. Mr. Sebastian explained the features of the ACMI webpage. The email addresses from the existing website will be added to the ACMI list. If possible, the www.springbrookhoatx.com URL will be redirected to the ACMI page.
- **Seasonal Color** – The board requested a quote to add additional flowers to each of the main entrances.
- **Yard of the Month** – The board will coordinate with new board member Keisha Simons to establish the YOTM program.
- **Project Planning** – The board discussed plans to construct a splash pad at the park. The board discussed feedback from the HOA meeting regarding the need to other projects included a sidewalk on TC Jester or a basketball court at the park. The requested additional information regarding the splash pad including, water usage costs, impacts on insurance costs, and water recapturing options.

The board agreed to collect additional information and then survey the homeowners through the website with an online form to gather information about what project the homeowners would like to see completed first.

- **Pipeline Fences** – The board approved removing the broken gate at the west end of the pipeline easement and making repairs to the leaning posts.
- **TC Jester Fences** – The board approved having missing pickets replaced on TC Jester.
- **Next Board Meeting** – May 8, 2014 at 6:00pm at Denny's at TC Jester and FM 2920.

EXECUTIVE SESSION

- **Collections**
 - **ACMI Receivables Report** – Mr. Sebastian reviewed the current report with the board.
 - **Attorney Reports** – The current reports were distributed to the board. The board approved one payment plan offer. The board authorized proceeding with foreclosure lawsuits on accounts that are now two years delinquent.
- **Deed Restrictions** – Mr. Sebastian distributed the current report. The board discussed and approved action regarding violations with the attorney for legal action.

ADJOURN

The meeting was adjourned at 7:15pm.

Prepared By: _____
Doug Sebastian, ACMI

Approved By: _____
Kathleen Sfamenos, Secretary

SPRINGBROOK HOMEOWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: May 6, 2014 – 6:00 pm

Location: Denny's – FM 2920 & TC Jester

Attendees: Craig Goodie, President
Gayle Meharali, Director
Marina Vanderborgh, Director
Kathleen Sfamenos, Secretary
Keisha Simons, Director
Doug Sebastian, ACMI

OPENING: The meeting was called to order at 6:10 pm by Mr. Sebastian.

APPROVAL OF PRIOR MEETING MINUTES: The minutes from the following meetings were approved:

- March 6, 2014 Board Meeting

MANAGEMENT REPORT

- **Financial Reports** – Mr. Sebastian reviewed the April 2014 monthly reports with the board.

ASSOCIATION OPERATIONS

- **Project Planning**
 - **Splash Pad** – The board discussed current reserve funds and expected operating costs. The projected cost for water is \$3100 for one full month's use. The hours of operation discussed were 10am to 8pm. The board discussed publicizing the plans for the splash pad when finalized to gather input from the homeowners.
 - **TC Jester Sidewalks** – The board discussed the areas where sidewalks should be installed. Mr. Sebastian agreed to work the permitting process and to finalize the quotes from the two low bidders.
 - **Basketball Court** – The board unanimously agreed to not pursue installing a basketball court.
 - **Volleyball Court** – The board was open to installing a volleyball court on one of the pipeline easements in the future.
- **Landscaping Related**
 - **Irrigation Repairs** – Some of the irrigation system was damaged with the installation work of the new streetlights at TC Jester. Requests to repair the system have been made to the contractor.
 - **Seasonal Flowers** – Ms. Meharali and Ms. Vanderborgh agreed to coordinate selecting the flowers that will be installed each season by Earthcare Management.
- **Holiday Decorations** – Ms. Sfamenos agreed to continue to research decoration prices. The board asked for a price to add lights to the quote from Silver Sand Services.
- **Yard of the Month** – The board approved allowing Better Homes Realty to sponsor the program.
- **Party at the Park** – Ms. Simons agreed to coordinate and organize a community event to be held on June 14.
- **Next Board Meeting** – August 12, 2014 at 6:00pm at Denny's at TC Jester and FM 2920.

EXECUTIVE SESSION

- **Collections**
 - **ACMI Receivables Report** – Mr. Sebastian reviewed the current report with the board. The collections process was reviewed with the new board members.
 - **Attorney Reports** – The current reports were distributed to the board.

- **Deed Restrictions** – Mr. Sebastian distributed the current report. The board discussed and approved action regarding violations with the attorney for legal action.

ADJOURN

The meeting was adjourned at 8:00pm.

Prepared By: _____
Doug Sebastian, ACMI

Approved By: _____
Kathleen Sfamenos, Secretary

SPRINGBROOK HOMEOWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: August 12, 2014 – 6:00 pm

Location: Denny's – FM 2920 & TC Jester

Attendees: Craig Goodie, President
Gayle Meharali, Director
Marina Vanderborgh, Director
Kathleen Sfamenos, Secretary
Keisha Simons, Director
Doug Sebastian, ACMI

OPENING: The meeting was called to order at 6:15 pm by Mr. Sebastian.

APPROVAL OF PRIOR MEETING MINUTES: The minutes from the following meetings were approved:

- May 6, 2014 Board Meeting with one correction.

MANAGEMENT REPORT

- **Financial Reports** – Mr. Sebastian reviewed the July 2014 monthly reports with the board.
- **2015 Budget** – The board approved leaving the assessment at \$350 per year. An increase is expected in 2016 to cover additional costs related to the splash pad.

ASSOCIATION OPERATIONS

- **Project Planning**
 - **TC Jester Sidewalks** – The board agreed to not continue with the sidewalk on TC Jester because of the high construction and permitting costs and because it would not connect to the sidewalks in Windrose which do not extend to Springbrook.
 - **Splash Pad** – The board agreed to create a survey to gather homeowners' feedback and support for the splash pad. The survey should be completed before the end of the year so permitting can begin in January.
- **Slide Replacement** – Mr. Sebastian reported that replacement of the vandalized slide is complete at the park.
- **Landscaping Maintenance** – The board requested that contract be rebid to ensure the contract is competitive.
- **Holiday Decorations** – The board agreed they would coordinate the purchase and installation of decorations and agreed to not pay a contractor for the work.
- **Security Cameras** – The board discussed adding cameras at the park. Mr. Sebastian agreed to request a quote for the board to review.
- **Yard of the Month** – Ms. Simons reported the program is going well.
- **Next Board Meeting** – A meeting will be scheduled when needed by email.

EXECUTIVE SESSION

- **Collections**
 - **ACMI Receivables Report** – Mr. Sebastian reviewed the current report with the board. The collections process was reviewed with the new board members.
 - **Attorney Reports** – The current reports were distributed to the board. The board approved additional action related to one account.
- **Deed Restrictions** – Mr. Sebastian distributed the current report.

ADJOURN

The meeting was adjourned at 7:37pm.

Prepared By: _____
Doug Sebastian, ACMI

Approved By: _____
Kathleen Sfamenos, Secretary