

**COMMUNITY IMPROVEMENT ASSOCIATION OF LAKE CONROE HILLS**

**BOARD OF DIRECTORS & HOA MEETING  
MINUTES**

**Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
December 8, 2020**

**Executive Session 6:30pm – 7:00pm.**

**Held at Lake Conroe Hills Community Center**

The Executive Session was opened at 6:30pm by President, Edward Shelton

**Executive Session Topics:**

Legal Opinion, Collections Report, Property Inspection Report

**The HOA Meeting was opened at 7:00pm by President, Edward Shelton**

**Establishment of Quorum:**

**Edward Shelton –President of Home Owners’ Association – Present**

**Jeremy Royster, HOA Vice President -**

**Lahana Gwosdz, HOA Secretary -**

**Holly DeVerts, BOD Director - Present**

**John Patula, BOD Director – Present**

**Troy Barta, BOD Director –**

**Sarah Blaskey, BOD Director – Present**

**Don Beckham, BOD Director - Absent**

**Jennifer Stanley – ACMG – Present**

**Guests:**

(Sign In Sheet)

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**HOA Meeting:**

**Open Nominations:**

**Available Positions:**

<b>HOA President</b>	<b>Edward Shelton</b>
<b>HOA VP</b>	<b>Allen Touchet</b>
<b>HOA Secretary</b>	<b>Lahana Gwosdz</b>
<b>HOA Treasurer</b>	<b>Denise Smith</b>

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**Board Member      Holly DeVerts**

**Candidate Introductions:**

The Candidates each introduced themselves and delivered their Bio's and answered questions from the Membership.

**New Business:**

The smell from the Treatment Plant on Bunker Hill has been increasingly bad. The Water Board meets on the 3<sup>rd</sup> Tuesday of the Month at 9:00am – Bunker Hill. Owners can call in – Don Beckham has a call-in number.

Cieslak Park (Moon Rd. Monument) – Landscaping Improvements to refurbish area.

Sales Trailer removed at Moon Rd. – Thank you to the Board.

Bylaws/Annual Membership Meeting Clarifications

Discussion: In Board Meeting will discuss timing of Annual Meeting and Fiscal Year,

**Adjourned HOA Meeting 7:28pm.**

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The Board of Directors Meeting was opened at pm by President, Edward Shelton

### Establishment of Quorum:

**Edward Shelton –President of Home Owners’ Association – Present**  
**Holly DeVerts, BOD Director - Present**  
**John Patula, BOD Director – Present**  
**Troy Barta, BOD Director – Present**  
**Sarah Blaskey, BOD Director – Present**  
**Don Beckham, BOD Director – Present**

**Jennifer Stanley – ACMG – Present**

### Guests:

(Sign In Sheet)

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### Board Meeting Minutes:

**Motion:** Don Beckham made a motion to approve the October 13, 2020 HOA & Board Meeting Minutes as presented.

**Second:** Sarah Blaskey seconds the motion.

**Carried:** The motion was carried.

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### Financials: October 2020

**Discussion:** The Board reviewed the October 2020 Financial Reports. Operating Account: \$102,641 Reserve Account: \$100,000 Reserve Savings; Maint. & Repair Fund \$47,357 Capital Improvement \$82,911; ACC Deposit Account \$1,500 Total: \$231,774 Collections for 2020-2021 are at 70.9%.

**Motion:** Troy Barta made a motion to approve the October 2020 Financial Reports as presented.

**Second:** Don Beckham seconds the motion.

**Carried:** The motion was carried.

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### Retained Earnings 2019-2020 Distributions:

**Discussion:** 60% - \$46,989 to Capital Improvement Fund; 40% - \$31,325 to the Maint. & Repair Fund

### Capital Improvements Reserve:

**Discussion:** Separate out Lot Sale from Capital Improvement Fund into Reserve Account Swim Dock & Boat Ramp Project.

**Motion:** Don Beckham made a motion to create a new Asset Account called Swim Dock & Boat Ramp Project and to reallocate the Lot Sale from Capital Improvements into the new account.

**Second:** Sarah Blaskey seconds the motion.

**Carried:** The motion was carried.

### Draft Budget 20-21:

**Discussion:** Board review for approval at December 8, 2020 Meeting. 11/17/20 Budget

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### Architectural Control Report – November 2020 - Submittals

Improvements            3

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### Old Business:

### Community Priority Projects:

#### Project List:

1. Jetty at Swim Area – Keep, Remove Rail
2. Swim Area New Stairs (2)
3. Culvert/Parking Sunset
4. Community Center Updates – Tachus Residential Rates Offered – January 2021 Meeting
5. Marquis – Landscape Improvements/Signage
  - a. Christmas Lights at Monuments – Purchase Lights out of Event Budget – Volunteers Install
6. Sports Park Improvements
  - a. Bus Stop & Lighting

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- b. Resurfacing Courts
- 7. Additional Street Lights – Entergy Survey for Increased Coverage.

### Capital Improvement Projects:

- 1. Boat Ramp Repairs – Concrete Repairs
- 2. Access Control & Parking at Sunset Park
- 3. Street Light – Survey for Additional
- 4.

### Community Parks Project Expenses – Sunset Park, Ducking Park, Josey Park:

### Discussion: (See Attachment) Work to be completed by Contractors & Volunteers

**Motion:** Don Beckham made a motion to approve the Community Parks Projects in the amount of \$7,200 from the Reserves - Capital Improvements Account.  
**Second:** Sarah Blaskey seconds the motion.  
**Carried:** The motion was carried.

### Committee Assignments & OPM:

**Architectural Control Committee:** Edward Shelton, Sarah Blaskey, Don Beckham

**Security Committee:** Troy Barta, Chuck Ebert, Ron Pickering

**Social Committee:** Sarah Blaskey, Lahana Gwosdz

**Mowing Committee:** Holly DeVerts

**Community Center Committee:** John Patula

**Parks Committee:**

**Sunset Park/Boat Ramp Committee:** Troy Barta, Edward Shelton

**Duckling Park Committee:** Troy Barta, Edward Shelton

**Josey Sports Park Committee:** Lahana Gwosdz, Troy Barta, Edward Shelton

**Marquis Maintenance:** Lahana Gwosdz

**Communications:** Holly DeVerts

**Neighborhood Watch:** N/A

**Social:**

**2020 Calendar:** Need Volunteers (30 Days in advance of the Event)

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**Christmas Event – CXL**

**Halloween Decorating Contest – Prizes 1<sup>st</sup> \$75, 2nd \$50, 3rd \$25 Judging 10/30/20**

**Winners:**     **1<sup>st</sup> – 13318 Hill Top Cir.**  
                  **2<sup>nd</sup> – 12475 Ridgecrest Dr.**  
                  **3<sup>rd</sup> – 13339 Miller Lane**

**Pumpkin Carving Contest (Photos & Most Likes on Facebook) – Prizes 1<sup>st</sup> \$50**

**Winner:**     **12761 Lake Conroe Hills**

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**8:45pm Adjourn the Board of Directors**

**Next HOA and Board Meeting:** Tuesday, December 8, 2020 – Elections Meeting  
6:30pm – Executive Session, 7:00pm – HOA and Board of Directors Meeting

Submitted by Jennifer Stanley, December 8, 2020.