

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
February 9, 2021**

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

Allen Touchet, HOA Vice President - Present

Lahanna Gwosdz, HOA Secretary – Present

Denise Smith, HOA Treasurer - Present

Holly DeVerts, BOD Director - Present

BOD Director – Vacant Position

Troy Barta, BOD Director – Absent

Sarah Blaskey, BOD Director – Present

Don Beckham, BOD Director - Present

Jennifer Stanley, Owner – Amity Community Management Group, LLC – Present

Guests:

(Sign In Sheet)

HOA Meeting:

Officers for the Home Owner Association:

Resignation of Vice President – Allen Touchet

New Business: N/A

Adjourned HOA Meeting 7:01pm.

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The Board of Directors Meeting was opened at 7:02pm by President, Edward Shelton

Establishment of Quorum:

Edward Shelton –President of Home Owners’ Association – Present

Holly DeVerts, BOD Director - Present

BOD Director – Vacant Position

Troy Barta, BOD Director – Absent

Sarah Blaskey, BOD Director – Present

Don Beckham, BOD Director – Present

Jennifer Stanley, Owner – Amity Community Management Group, LLC – Present

Guests:

(Sign In Sheet)

Appointment of Vacant Board of Director Position:

Motion: Don Beckham made a motion to appoint Allen Touchet to fill John Patula’s vacant position.

Second: Holly DeVerts seconds the motion.

Carried: The motion was carried.

Board Meeting Minutes: January 5, 2021

Motion: Edward Shelton made a motion to approve the January 5, 2021 HOA & Board Meeting Minutes as presented with a waiving of the reading.

Second: Don Beckham seconds the motion.

Carried: The motion was carried.

Financials: January 2021

Discussion: The Board reviewed the January 2021 Financial Reports. Operating Account: \$99,209 Reserve Account: \$100,000 Reserve Savings; Capital Improvement \$59,459; Maint. & Repair Fund \$46,285 Swim Dock & Boat Ramp Project \$23,452; ACC Deposit Account \$1,200 Total: \$230,397 Collections Rate 2020-2021 Annual Maintenance Dues – 78.95%.

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Discussion: Move 10% of Collected 2020-2021 Dues from Operating to Swim Dock & Boat Ramp Project.

Motion: Don Beckham made a motion to approve the January 2021 Financial Reports as presented.

Second: Allen Touchet seconds the motion.

Carried: The motion was carried.

Motion: Don Beckham made a motion to task the Financial Committee with preparing the Annual Budget for review and adoption by the Board of Directors.

Second: Allen Touchet seconds the motion.

Carried: The motion was carried.

Motion: Holly DeVerts made a motion to have all Committee expenses emailed/presented to the Financial Committee in advance of each meeting for review and recommendations on funding availability.

Second: Allen Touchet seconds the motion.

Carried: 3 In Favor, 1 Opposed.

Architectural Control Report – January 2021 - Submittals

New Construction	3
Improvements	2

Old Business:

Community Priority Projects:

Project List:

1. Jetty at Swim Area –Remove Rail – **Troy Barta & Edward Shelton**
2. Swim Area New Stairs (2) – **Sarah Blaskey – Bidding (\$500-700 Installed)**
3. Parking Sunset – **Bollards Install – Discussion**
4. Sunset Park – **Install Kiddie Cushion, Light Strip Install**
5. Community Center Updates – Tachus Residential Rates Offered – **Don Beckham**
 - a. **\$100 Install; \$90 a Month each location - HOLD**
6. Marquis – Landscape Improvements/Signage
 - a. **Electric Repairs**
7. Sports Park Improvements

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- a. Bus Stop
- b. Lighting for Sports Court – Entergy Survey – **Pricing Reviewed**
 - i. **Infrastructure Support Entergy**
 - 1. Josey Park Driveway/Parking Lot \$6,500
 - 2. Josey Park Tennis/Basketball Court \$7,500
 - ii. **Pole Pricing**
 - 1. 1000W LED Flood Rate \$24.42/E
 - 2. 400W LED Flood Rate \$18.99/E
 - 3. 35ft. Wooden Pole Rate \$7.67/E
- c. Resurfacing Courts
- d. Windscreen – **Lahanna Gwosdz – Bidding**
- e. Graffiti Removal - **Lahanna Gwosdz**

Capital Improvement Projects:

- 1. Swim Dock & Boat Ramp
 - a. Gazebo & Walkway – **Bid for Fall 2021**
 - b. Boat Ramp – Concrete Repair – **Bid for Fall 2021**

Committee Assignments & OPM:

Finance Committee: Denise Smith, Don Beckham; Allen Touchet

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

Communications: Holly DeVerts

Community Center Committee: Holly DeVerts, Troy Barta

Marquis Maintenance: Lahanna Gwosdz

Mowing Committee: Holly DeVerts

Parks Committee:

Duckling Park Committee: Troy Barta, Sarah, Blaskey, Edward Shelton

Josey Sports Park Committee: Lahanna Gwosdz, Troy Barta, Edward Shelton

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

Security Committee: Troy Barta, Chuck Ebert, Edward Shelton

Social Committee: Sarah Blaskey, Lahanna Gwosdz

Social:

2021 Calendar: Need Volunteers (30 Days in advance of the Event)

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Sunset Park Maintenance:

Electric Repairs:

Discussion: McCafferty Electric remaining repairs at Sunset Park – Sarah Blaskey will coordinate. Marquis spot lights out at 1097 entrances – McCafferty Electric to repair.

Community Center Updates:

Discussion: Tachus Residential Rates Offered for Association locations (Community Center, Parks) – Don Beckham

Security Committee:

Discussion: Present Report for each meeting. Email Security Time Sheets to Board upon receipt. Patrol to text Committee upon arrival each trip.

Bylaw Discussion: Fiscal Year & Elections – should be held at end of June (Fiscal Year). Elections for current positions will be re-held in June to coincide with the Bylaws. Future Bylaw Amendments – workshop for cleaning up verbiage.

New Business:

Association Filing Liens for past due accounts – Legal recommendation from Attorney that Association should use Attorney to file Liens.

8:34pm Adjourn the Board of Directors

Next HOA and Board of Directors Meeting:

Tuesday, March 9, 2021

6:30pm – Executive Session Board of Directors, 7:00pm – HOA and Board of Directors Meeting

Submitted by Jennifer Stanley, March 9, 2021.