

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 20, 2012**

**Minutes of the Cornerstone Place Homeowner's Association, Inc. Board of Directors Meeting
Creekstone Clubhouse Facility 22002 Eagle Meadow Drive, Katy Texas 77450**

IN ATTENDANCE

Anthony Adams	President
Max Hughes	Vice President
Michael Chittwood	Treasurer
Phyllis George	Secretary
Sara Poznanski	Parliamentarian
John Irwin	Property Manager/Irwin Community Management

CALL TO ORDER

Due notice of the meeting having been given, and a quorum being present, President Tony Adams called the meeting to order at 7:13 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's May 10, 2012 Monthly Meeting Minutes were unavailable, so approving the minutes was tabled until next month's meeting.

RESIDENTS COMMENTS

No residents were present to address the Board of Directors and the Associations Management.

SECURITY REPORT

No representatives from the Harris County Pct. 5 Constables were present, John Irwin advised that officer Higginbotham is currently on vacation.

MUD BOARD

Director Mike Chittwood updated the Directors concerning recent municipal utilities district operations for Cornerstones MUD. The District needs a new Recording Secretary. The last Recording Secretary resigned after the Director's election earlier this year.

MAINTENANCE ISSUES

- **Landscaping:** John Irwin presented a proposal received from Junction Landscape for remodeling the Cornerstone Place Entrance Landscape. The proposal included the following: removing the old landscape, adding new soil and mulch, modification of the irrigation system, making the irrigation system TCEQ compliant, and installing new plants and flowers. The proposal total costs were estimated to be \$9,639.66. After discussion John Irwin agreed to make color photo copies of the proposal and e-mail them to the Directors for further review and discussion.
- **Pool Operation:** Ants have become a problem at the pool; they are inside the pump room and in the grass around the pool deck. John Irwin recommended that the Directors consider bringing in a professional exterminator to evaluate the problem because the pesticide used earlier in the year has not worked. Director Mike Chittwood moved to approve using a professional exterminator for taking care of the ants as long as the costs didn't exceed \$150.00. Said Motion was seconded and approved.
- **Pool Furniture:** John Irwin updated the Directors on attempts to find resin lounge chairs for the facility. Sweetwater doesn't have a supplier for the resin type furniture. Commercial grade resin lounge chairs were more expensive than aluminum frame strapped lounge chairs. Director Mike Chittwood moved to order three aluminum double strapped lounge chairs from Sweetwater Pools at a cost of \$166.00 each. Said Motion was seconded and approved by a vote of four to one, with Sara Poznanski opposed to the Motion.
- **Greenbelt/Association Perimeter Fence Maintenance:** John Irwin presented a bid received from Katy Area Construction for pressure washing the perimeter fence between Cornerstone Place and Brook Grove Drive. The estimate included using environmentally safe mold and mildew cleaner and pressure washing at a cost of \$1,350.00. Upon discussion the Directors decided to send a letter to the homeowners that have the perimeter fence in their backyard advising them that the Association plans to clean the fence but replacement and repairs of the fence are their responsibility. John Irwin will draft the letter for Board review and approval.

COMMUNICATION ITEMS

- **Newsletter:** The next newsletter is scheduled for print and distribution in late July. Due to the rising costs to print the newsletter, the Directors discussed establishing a policy and charging advertising fees for those who want to advertise their business in the newsletter. Format adjustments to the Advertisement Section of the newsletter may help reduce the expenses and will be attempted prior to moving forward with charging for the advertisements.
- **Web site:** Director Phyllis George advised that the Association's Web site is up-to-date and functioning.

SPECIAL EVENTS

- **Fourth of July:** The Directors discussed the Association's Annual Fourth of July Parade and the activities scheduled at the pool facility. John Irwin advised that Pct. 5 Constables will be available upon request to assist with the parade. Director Mike Chittwood advised that volunteers from previous years have already begun to organize the events for this year's celebration including, contacting the local fire department and requesting a fire truck for the parade, preparing the food menu, and events planned.

FINANCIAL REPORT

- John Irwin apologized for not having the Board packets copied for the meeting. The Association finished May under budget and with a net income of \$14,028.55 for the year to date. John Irwin will scan and e-mail copies of the May Financials to the Board for their review as well as the Association's Budget versus Actual Expenses Spreadsheet for 2013 Budget preparation.

LEGAL STATUS REPORT

John Irwin updated the Directors concerning the Association's collection actions. The Association's Attorney Lori Alderson mailed collection letters to any unsecured delinquent homeowners giving the homeowners until June 30, 2012 to pay the fees owed or request a payment plan before the Association moves forward with collection actions.

DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. No Board action is necessary at this time.

There being no further business, the meeting was adjourned at 8:50 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: _____

Phyllis George
Board Member

Date: _____

7/12/2012

