

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MAY 10, 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

GUESTS

Ed & Susan Farcas	Cornerstone Place Residents
Nachelle Trepp	President, Junction Landscape
Alex Chachere	Supervisor Junction Landscape

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 7:05 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's April 12, 2012 Monthly Meeting Minutes were reviewed and approved as submitted.

RESIDENTS COMMENTS

Ed and Susan Farcas discussed plans to add a United States flag to the fallen soldier monument near the gazebo. Director Tony Adams advised that the Association Board had no issues with placing a small flag and pole next to the monument for Memorial Day, but felt it appropriate for the Farcases to ask the Rozier's permission before placing the flag. Upon discussion the Farcases agreed to meet with the Roziers and discuss the flag request before proceeding with the flag installation. If the Roziers had no objection the Farcases agreed to contact the local Boy Scout troop to secure the flag and the installation. The Farcases requested that the Directors consider installing a veterans memorial in the Community common area. Upon discussion, the Directors requested that Ed Farcas consider being the committee chairman for the project. Ed agreed to do so.

SECURITY REPORT

Sgt. Jody Higginbotham of the Harris County Precinct 5 Constables Department advised that Cornerstone Place remains quiet. Three suspects responsible for burglaries of residences in Cinco Ranch were recently arrested and charged by Precinct 5 deputies and the County. The arrests have slowed the burglary of homes in the Fort Bend section of Cinco Ranch.

MAINTENANCE ISSUES

- **Landscaping:** John Irwin presented the proposed 2012-2013 Landscape Maintenance Contract provided by Junction Landscape & Maintenance for review and approval. The Contract outlined the landscape services to be provided by Junction Landscape for the remainder of the 2012 through June of 2013 at a guaranteed rate of \$854.17 per month. Upon review and discussion, Director Mike Chittwood moved to approve the contract. Said Motion was seconded and unanimously approved.
The Directors discussed plans to replace the existing plants and shrubs around the Cornerstone Place Drive monument and entrance with Nachelle and Alex from Junction Landscape. Junction will prepare an estimate to replace the plants and shrubs and add an additional irrigation zone to the area in order to properly irrigate the area. The estimate should be ready for review at the June Board meeting.
- **Pool Preparation and Opening:** John Irwin advised that Sweetwater is prepared to open the pool this coming weekend. The facility should be fully staffed, and the furniture and bathrooms have been cleaned and prepared for the opening. Director Mike Chittwood has taken an inventory of the furniture; no new chairs are needed, but currently there are only three chaise lounges available for use. At this time, the only plastic/resin lounges available locally for under \$100.00 did not appear to be sturdy enough to handle the

daily use. John Irwin agreed to check with Sweetwater Pools, Inc. to see if Sweetwater can obtain plastic/resin lounges and their prices.

- **Greenbelt/Association Perimeter Fence Maintenance:**

Director Tony Adams discussed concerns regarding the condition of some of the wood perimeter fences between the Cornerstones Municipal Utilities District greenbelt and the Cornerstones Place subdivision. The fence has brick columns with wood sections between the brick columns. Some of the wood sections are discolored with grey and green mold, and some of the wood is getting old and is deteriorating. Upon discussion, John Irwin agreed to research the Association's Dedicatory Documents to determine who is responsible for repairs and maintenance to the fence, and to obtain an estimate for pressure washing the fence.

COMMUNICATION ITEMS

- **Newsletter:** The next newsletter is scheduled for print and distribution before the end of the month. The Directors discussed the addition of a disclaimer to the newsletter. Director Mike Chittwood moved to add a disclaimer to the newsletter. Said motion was seconded and unanimously approved. Discussion concerning business advertisements from contractors in the community and outside the community in the newsletter was discussed with no action taken at this time.
- **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. 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 agreed to organize the events for this year's celebration.

FINANCIAL REPORT

- John Irwin presented the May 2012 Financials for review and approval. Upon review, the May 2012 Financials were approved as submitted.

MOTION TO MOVE TO EXECUTIVE SESSION

Director Mike Chittwood moved to adjourn the regular session meeting of the Board of Directors and to reconvene in Executive Session to discuss the Associations collections. Said Motion was seconded and approved.

MOTION TO RECONVENE INTO REGULAR SESSION

Upon approval to reconvene back into regular session, the Directors summarized collection actions discussed in Executive Session.

- **Collections:** John Irwin updated the Directors concerning collection of the 2012 Assessments. The accounts of any homeowners who haven't paid the 2012 assessments or contacted the Association's management to secure a payment plan need to be forwarded to the Association's attorney for further collection action per the Association's duly approved and adopted Collection Policy. Currently only seven (7) homeowners were past due for 2012. Director Mike Chittwood moved to forward the delinquent accounts to the attorney. Said Motion was seconded and unanimously approved.

LEGAL STATUS REPORT

The Directors reviewed and discussed the Association's Legal Status Reports provided by the Association's Attorneys. No Board action is necessary at this time.

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 9:31 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: Phyllis George Date: 7/12/2012
Board Member

