

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 13, 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
Phyllis George	Secretary
Sara Poznanski	Parliamentarian
John Irwin	Property Manager/Irwin Community Management

ABSENT

Michael Chittwood	Treasurer
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GUESTS

Sgt. Jody Higginbotham	Harris County Precinct 5 Deputy Constable
Marlene Adams	22423 Kent Falls Drive
Ed Farcus	1723 Brook Grove Drive
William Leitch	22322 Cove Hollow Drive
Pat Shelly	22510 Cove Hollow Drive
Lloyd & Loretta Henderson	22427 Cove Hollow

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 6:57 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's November 8, 2012 monthly meeting minutes were reviewed, approved, and signed by the Board of Directors.

SECURITY REPORT

Officer Higginbotham gave a brief report concerning security in the area. Cornerstones Place remains quiet.

RESIDENTS COMMENTS

Tony Adams introduced the Board of Directors and Management to the homeowners in attendance. Ed Farcus advised that some community residents were going to conduct an informal gathering at the community gazebo to sing Christmas carols and celebrate the holiday season. The event needed funding for refreshments etc. and wanted to know if the Association Board would consider helping with the funding. Upon discussion the Board of Directors voted to contribute \$100 toward the event. John Irwin requested that Ed Farcus bring in receipts for reimbursement of the funds provided.

Pat Shelly and William Leitch discussed concerns due to a recent newsletter article about pets and stray animals in the community. Both feel the community doesn't have a stray animal problem; dogs and cats seen outside belong to residents and should be treated as pets, not strays. Director Tony Adams advised that by local statutes/laws, any pet left loose or unrestrained to wander the community is considered a stray animal, and the owner can be written a citation for the infraction. Mr. Adams advised that the article was written as an editorial article and was not portrayed as the opinion of the Association. After discussion, John Irwin requested that the Board and residents consider tabling the issue until a later time in order to move forward with the current meeting agenda.

ADMINISTRATIVE ISSUES

- **Annual Meeting:** The Association's 2013 annual meeting notices were mailed out the first week in December. Currently no homeowners have submitted requests to be placed onto the election ballot. Homeowner Lloyd Henderson asked to be placed on the ballot for the upcoming election. John Irwin advised that homeowners have until December 17, 2012 to contact the Association to be placed on the absentee ballot for the election. After December 17, any homeowner interested in running for a position on the Board of Directors will need to be nominated from the floor at the annual meeting. There will be two

positions up for election. They include Phyllis George who will be running for re-election, and Sara Poznanski who will not be running due to her busy work schedule.

MAINTENANCE ISSUES

- **Greenbelt/Association Perimeter Fence Maintenance:** John Irwin advised that he has notified the contractor of approval for the fence maintenance. The contractor should begin work on the project as soon as the contractor's schedule permits.
- **Landscaping:** The new monument landscaping and irrigation upgrades are currently in progress.
- **New Inserts for the Board Meeting Signs:** The new board meeting sign inserts are finished and have been delivered to Tony Adams.
- **No Soliciting Signs:** John Irwin presented a spreadsheet of maintenance items currently out for bid that included the following:
 - Replacement of the two no soliciting signs at the entrances on Cornerstone Place Drive and Brook Grove Drive.
 - Addition of new fall surface material for the play structure and swing set in the community park.
 - Pressure washing of the play structure, landscape border, safety bollards, and street barricade.
 - Cleaning, repair of the plaster, and re-painting the community gazebo.Quotes from a third contractor are needed for some of the items. Upon receipt the proposals will be submitted to the Board for review, selection, and approval.

COMMUNICATION ITEMS

- **Newsletter:** The next newsletter is scheduled to be released in January after the annual meeting. The deadline for submitting articles is January 11, 2013.
- **Web site:** Director Phyllis George reported the Association's Web site is working and up to date.

SPECIAL EVENTS

- **Christmas Decorations:** The Association's Holiday decorations are scheduled to be installed by Rosemary Glidden and other volunteers around the first weekend in December.
- **Christmas Decorating Contest:** Judging for the contest is scheduled to be conducted on December 22-23.
- **Gift Cards:** The Board approved the purchase of volunteer gift cards, and a Christmas Decoration Contest winner gift card.
- **Yard of the Month:** Cornelius Nurseries is again offering the yard of the month program; Sara Poznanski volunteered to coordinate the yard of the month program with Cornelius for the Association.

FINANCIAL REPORT

- The Association's November Financials were reviewed and approved as submitted.

LEGAL STATUS REPORT

John Irwin updated the Directors concerning the Association's collection actions. 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 8:32 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: _____

Board Member

Date: _____

2/14/2013