

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 8, 2013**

**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
Michael Chittwood Treasurer
Loyd Henderson Director
John Irwin Property Manager/Irwin Community Management

GUESTS

Marlene Adams 22423 Kent Falls Drive
Sgt. Higginbotham Harris County Constables Department
Mr. & Mrs. Little 22302 Cove Hollow Drive

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 7:00 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's June 26, 2013 monthly meeting minutes were reviewed, approved, and signed by the Board of Directors.

SECURITY REPORT

Sgt. Higginbotham gave a brief report concerning security in the area. Cornerstone Place remains quiet. School will be starting soon so please be aware of children curbside and crossing the streets before and after school.

RESIDENT'S COMMENTS

Mr. and Mrs. Little discussed concerns regarding a recent security related incident that occurred in the Subdivision. The incident occurred after the death of a resident who lived in the community. Sgt. Higginbotham, the Directors, and Management addressed the Little's concerns and explained to them that the incident was a civil matter at this point, not a criminal matter, but agreed that legislative changes needed to be made on the County or State level to help keep homeowners property and belongings secure in this type of a situation. Sgt. Higginbotham urged every homeowner to take steps to secure their personal property with their next of kin in case an unexpected death was to occur.

ADMINISTRATIVE ISSUES

- **Landscape Contract:** The Board considered revising the current contract by increasing the number of flowers from fourteen flats to eighteen flats in order to improve the appearance of the monument area landscape.
- **Electricity Contract:** Tony Adams discussed the new rate order secured for one year with Tara Energy. John Irwin will e-mail copies of the Contract to the Board.

MAINTENANCE ISSUES

- **Monument Area Flower Changes:** John Irwin updated the Directors concerning the seasonal flower change to the monument area. After meeting with a representative from Junction, they plan to leave the existing begonias and to add more to the area that includes the raised bed.
- **Junction Performance:** Discussion was tabled concerning Junction's performance.

COMMUNICATION ITEMS

- o **Newsletter:** The next newsletter deadline for submitting articles is September 11, 2013. The Roziers will submit an article to the newsletter about the Lieutenant Rozier Memorial.
- o **Web site:** Director Phyllis George reported the Association's Web site is working and is up to date.

SPECIAL EVENTS

- o **Fourth of July:** After general discussion, the Directors agreed that more food needs to be prepared next year.
- o **Texas Night Out:** After general discussion, the Board considered providing food or cookie trays and refreshments. No action was taken by the Board at this time.
- o **Halloween:** John Irwin agreed to research the Association records and determine how many pizzas were ordered last year.

FINANCIAL REPORT

- o The Association's July 2013 Financials were reviewed and approved as submitted.
- o John Irwin updated the Directors concerning the Association's accounts receivables. 2013 assessment collections are proceeding well with only one homeowner still outstanding as of July 31, 2013.
- o 2014 Budget: The Directors reviewed the proposed 2014 Budget as prepared by Management with the following actions/items noted:
 - The Directors requested that John Irwin add an expense item for the community directories, (estimated to be \$1,100 issued every other year).
 - The audit expense needed to be increased from \$2,000 to \$3,000 to stay current with the audit fees expected.

The adjustments will be made and reviewed for discussion and possible approval at the September meeting.

DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. No Board action is necessary at this time. No Architectural Applications were submitted for review and approval at this time.

There being no further business, the meeting was adjourned at 8:15 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: Phyllis B. George Date: 9/12/2013
 Board Member

