

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 14, 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
John Irwin Property Manager/Irwin Community Management

ABSENT

Michael Chittwood Vice President
Loyd Henderson Director

GUESTS

Marlene Adams 22423 Kent Falls Drive
Suzanne Hughes 22415 Kent Falls Drive
Loretta Henderson 22427 Cove Hollow Drive
Sgt. Higginbotham Harris County Constables Department

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 October 14, 2013 monthly meeting minutes were reviewed and edited. Anthony Adams requested removal of the following:

- Page 2, first sentence; remove "the event times listed on the announcements signs need to be changed before next year's event". John Irwin will make the approved edit and present the minutes for approval at the December meeting.

SECURITY REPORT

Sgt. Higginbotham gave a brief report concerning security in the Area. Cornerstone Place remains quiet. An increase in door to door solicitors selling magazine subscriptions was noted.

RESIDENT'S COMMENTS

No comments were discussed by the residents in attendance.

MAINTENANCE ISSUES

- **Landscape:** Upgrade and replacement of the plants in the back half of the monument area landscape was discussed. John Irwin met with Nachele trepp of Junction Landscape Services to discuss the project. Junction recommended replacing the Liriope plants with Gulf Muhly Grass.
- **Perimeter Fencing:** John Irwin presented an estimate received from Property Services, Inc. to finish the subdivision perimeter fencing west of Brook Grove, and east of Cornerstone Place Drive. Due to the high cost estimated for the fencing, Tony Adams recommended that the completion of the fence should be discussed and approved by the homeowners of the subdivision. The Directors discussed getting feedback from the homeowners who will be attending the annual meeting in January.
- **Playground Equipment Cleaning:** The Directors discussed a recent incident which occurred at the community playground. Some of the play equipment was soiled with feces and had to be disinfected and cleaned. The Board requested John Irwin schedule a contractor to clean the playground equipment in the early spring prior to when the use of the playground increases significantly.

ANNUAL MEETING

- **Announcements:** John Irwin presented copies of the 2014 annual meeting notice and proxy for review and approval prior to mailing the notices to the homeowners. After review, edit, and discussion the notices and proxy forms were approved. The notices will be mailed the first week in December. The Directors discussed the following items they would like to discuss if time permits:
 - Community Playground Equipment condition and estimated replacement costs.
 - Perimeter Fence completion feasibility and cost estimate.
- **Nominations:** Currently incumbents Tony Adams, Mike Chittwood, and Max Hughes are running for re-election to the Board of Directors. No new nominations have been received by the Board of Directors or Management at this time. Nominations will be accepted at the annual meeting or by submitting a brief resume to the Association or Management of the Association no later than December 27, 2013.

COMMUNICATION ITEMS

- **Newsletter:** The next newsletter deadline for submitting articles is November 15, 2013. The newsletter will contain articles concerning the annual meeting and the election of directors in January of 2014.
- **Web site:** Director Phyllis George reported problems with software coding on the Association's Web site.

SPECIAL EVENTS

- **Christmas:** The annual decorating contest judging will be conducted on December 21, and 22nd. The common area decorations are scheduled to be put out on December 1, 2013. Marlene Adams will be in charge of purchasing the volunteer recognition and Christmas decorating contest winner gift cards.

FINANCIAL REPORT

- The Association's October 2013 Financials were reviewed and approved as submitted.
- John Irwin informed the Directors concerning the Association's accounts receivables. 2013 assessment collections are proceeding well with only one homeowner still outstanding as of October 31, 2013.

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 8:03 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: _____

Anthony J. Adams
Board Member

Date: _____

12/12/13

