

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 12, 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
Suzanne Hughes 22415 Kent Falls Drive
Sgt. Higginbotham Harris County Constables Department
Sharon Power 22526 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 August 8, 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 with little to no activity reported.

RESIDENT'S COMMENTS

Suzanne Hughes discussed recent issues that occurred due to problems with a shared fence around her property. The Association's Declarations do not clearly define shared fence responsibilities regarding replacement or maintenance. She requested Board consideration to amend the Association's Declarations to help other property owners within the Community who may encounter the same problems. John Irwin advised that amending the Declarations would take an instrument approved and signed by seventy-five percent (75%) of the property owners of the Community. Upon discussion, the Directors voted not to take any amendment action at this time. The Directors discussed adding an article concerning the issue to the Association's Web Site and Newsletter after reviewing the State Statutes further. Director Phyllis George agreed to begin working on a draft of the article when possible.

MAINTENANCE ISSUES

- **Monument Area Flower Changes:** John Irwin updated the Directors concerning the condition of the monument area plant/flower beds. Supervisors from Junction Landscape have determined that unauthorized adjustments to the area irrigation caused overwatering and a fungus that attacked the rose bushes and flowers in the bedding area. Junction has adjusted the irrigation, performed multiple applications of fungicide, and replaced the dead/ damaged flowers. Junction will monitor the plant area's recovery closely. The area's drainage may need to be modified in order to ensure that any excess water drains correctly instead of being trapped in the plant area.
- **Junction Landscape Performance:** Discussion was tabled concerning Junction's performance.

COMMUNICATION ITEMS

- o **Newsletter:** The next newsletter deadline for submitting articles is September 13, 2013. The newsletter will contain articles for the next two planned community events; Texas Night Out and Halloween.
- o **Web site:** Director Phyllis George reported problems with some corrupt files on the Association's Web site. Phyllis will begin repair of the bad files as soon as her schedule permits.

SPECIAL EVENTS

- o **Texas Night Out:** October 1, 2013 at 6:30 P.M. at the Community Gazebo, food/cookie trays and refreshments will be provided.
- o **Halloween:** Thursday October 31, 2013 at the Community Gazebo, pizza and refreshments will be provided by the Association.

FINANCIAL REPORT

- o The Association's August 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 August 31, 2013.
- o 2014 Budget: The Directors reviewed the proposed 2014 Budget as prepared by Management with the recommended changes made at the August monthly meeting as follows:
 - Expense item for the community directories added, (estimated to be \$1,100 issued every other year).
 - Adjusted the estimated audit expense from \$2,000 per year to \$3,000 per year due to increase in estimated preparation costs by auditing firms.

Upon review and discussion, Director Mike Chittwood moved to accept the proposed 2014 Budget as presented. Said Motion was seconded and unanimously approved.

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 8:22 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: Phyllis B. George Date: 10/9/2013
Board Member

