

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 10, 2014**

**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
Loyd Henderson..... Vice President
Michael Chittwood Treasurer
Phyllis George Secretary
Max Hughes..... Parliamentarian
John Irwin Property Manager/Irwin Community Management

GUESTS

Marlene Adams.....22423 Kent Falls Drive
Suzanne Hughes.....22415 Kent Falls Drive
Sergeant J. Higginbotham..... Harris County Precinct 5 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 6:58 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's May 8, 2014 Monthly Board Meeting Minutes were reviewed and approved by the Board of Directors with the grammatical errors highlighted by the Association's Secretary Phyllis George. John Irwin will fix the errors and have the Minutes ready for signature at the August meeting.

SECURITY REPORT

Sergeant Higginbotham gave a brief security report. Cornerstone Place remains quiet with no security-related issues noted except for some vandalism to the pool facility. The constables have increased the nighttime watch of the pool facility as requested by John Irwin. The Board of Directors thanked Officer Higginbotham for his participation in the annual Fourth of July Parade.

RESIDENTS COMMENTS

No comments were noted from the residents in attendance.

MAINTENANCE ISSUES

- **Ratification of Contracts:** John Irwin presented contracts for the Association's Landscape Services and Electricity Provider for review and ratification. The Association's new landscape service provider for the next year beginning in July is Bio Landscape and Maintenance. The Association's energy provider for the next 36 months is Tara Energy.
- **Pool Furniture:** John Irwin advised that the new pool furniture has been ordered and should be delivered at any time.
- **Pool Vandalism/Maintenance Items:** The Board discussed what furniture was damaged during the last act of vandalism that occurred at the pool. Increasing the nighttime patrol of the area, and repair of the chemical storage locker was also discussed. John Irwin will repair the locker, cut off the old lock and install a new lock assembly to the storage container.
- **Playground Equipment:** The Board reviewed estimates received from Kraftsman Playground and Equipment Company to replace the play structure and the structure border in the park area. Max Hughes commented that he had inspected the structure and saw no need to replace the structure. Others disagreed with Max's opinion and agreed to meet with Max at the park to review the condition of the structure further. The Directors discussed how to fund the structure replacement if it was determined the structure needed to be replaced. John Irwin reviewed the Association's Reserve Fund status with the Directors and expressed his concerns about using all of the money in Reserve Funds for the playground equipment

project. The Directors discussed alternative methods to fund the project such as special assessments, increasing the annual assessments, bank loans, and a combination of reserve funds and bank loans. Upon discussion, Mike Chittwood agreed to contact Comerica Bank and determine if Comerica would consider offering a bank loan to fund the project, then he will report his findings at the August Meeting.

COMMUNICATION ITEMS

- o **Newsletter:** The next newsletter deadline for submitting articles is July 12, 2014. The newsletter will contain an article about this year's Fourth of July picnic and parade including contestant winners, special thanks, and pictures of the event.
- o **Web site:** Phyllis George advised that the Web site is working and up to date. A film clip of the Fourth of July Parade has been added to the Web site.

SPECIAL EVENTS

- o **Fourth of July:** The Directors discussed lessons learned from this year's event, such as more volunteers and sponsors are needed, as well as a chairperson for the event. Patti Lacy, this year's lead volunteer, asked the Board to consider moving the annual event to Memorial Day so that more residents and volunteers would be around to participate and not on vacation. Tony Adams plans to write thank you letters to the volunteers who helped with the event.
- o **Texas Night Out:** Scheduled for October 7, 2014, the Board discussed providing sandwiches, drinks, and cookies for the event.

FINANCIAL REPORT

- o The Association's June 2014 Financials were reviewed and approved as submitted.
- o John Irwin updated the Directors concerning the Association's accounts receivables. 2014 assessment collections are proceeding well; currently only two property owners have not paid or have not made payment plan arrangements with the Association. Upon discussion, the Directors voted to move forward with collection actions as outlined in the Association's approved Collection Plan.

DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. No Board action is necessary at this time. The Board asked John Irwin to inspect the subdivision and send violation letters to residents who continue to leave lawn bags with lawn clippings curbside on non-designated trash pick-up days.

There being no further business, the meeting was adjourned at 8:46 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: _____

Board Member

Date: _____

9-11-14

