

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 11, 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

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

ABSENT

Anthony Adams President
Phyllis George Secretary

GUESTS

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, Vice President Loyd Henderson called the meeting to order at 6:48 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's August 14, 2014 Monthly Board Meeting Minutes were reviewed and approved by the Board of Directors.

SECURITY REPORT

Sergeant Higginbotham gave a brief security report. Cornerstone Place remains quiet with no security-related issues noted.

RESIDENTS COMMENTS

No residents' comments were noted.

MAINTENANCE ISSUES

- o **Landscaping:** John Irwin agreed to contact Bio Landscape and discuss the seasonal color change scheduled for sometime in November in order to ensure that Bio installs a variety of colors and plants to enhance the monument area.
- o **1723 Cornerstone Place Maintenance:** Discussed e-mail's received from relatives regarding estate probate and future responsibilities. Due to the money owed the taxing entities; no relatives have agreed to move forward with the probate process and continued maintenance of the property. The Directors agreed that if necessary, the lawn and bushes on the property should be maintained by the Association on a monthly basis.
- o **Playground Equipment:** The Board reviewed and discussed a revised proposal received from Kraftsman Playground & Equipment Company for replacement of the existing play structure and its border only. The revised proposal did not include replacement of the swing set border or sand box border. The proposal estimate for the new play structure and structure border was \$56,600.00. After discussion, the Board members present were in favor of moving forward with the revised proposal. The proposal was tabled until next month's meeting to ensure that the Directors not present tonight were also in favor of the revised proposal.

COMMUNICATION ITEMS

- o **Newsletter:** The next newsletter deadline for submitting articles is September 16, 2014. The newsletter will contain articles concerning the following:
 1. Community Garage Sale scheduled for August 27, 2014.
 2. Texas Night Out scheduled for October 7, 2014. The Association will be providing snacks and refreshments for the residents who come out to meet their neighbors and local law enforcement.
 3. Halloween- the Association will be providing pizza and refreshments at the Gazebo for the event.
- o **Web site:** No discussion noted.

FINANCIAL REPORT

- o The Association's August 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. No Board action was necessary at this time.
- o **2015 Budget:** The proposed 2015 Budget was reviewed and discussed. John Irwin advised adjustments including the following:
 1. Lowering the Landscaping Expense from \$11,095.68 to \$10,000.00
 2. Removing the Directory Expense of \$1,100.00 for 2015
 3. Raising the annual assessment rate \$15.00 to \$615.00
 Upon review and discussion the Directors voted to accept the 2015 Budget as submitted. John Irwin will begin preparation for the 2015 annual invoice mail-out in October. The early billing will allow property owners the option to make pre-payments on the 2015 assessments.

DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. The following ARC Applications were reviewed and approved as described:

- o Revised Application for exterior paint at 22402 Kent Falls was reviewed and approved.
- o Application for backyard fence replacement at 1826 Ash Forest was reviewed and approved with the stipulation that the Association will only pay for half of the fence if the property owner doesn't install a gate in the fence section. The stipulation of no gate to be installed is for liability reasons because of the pool in the property owner's back yard.

There being no further business, the meeting was adjourned at 7:46 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: Phyllis B. George Date: 10/9/2014
 Board Member

