

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 9, 2015**

**Minutes of the Cornerstone Place Homeowners' 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
John Irwin Property Manager/Irwin Community Management

ABSENT

Christina Arnold Parliamentarian

GUESTS

Marlene Adams 22403 Kent Falls Drive
Suzanne Hughes 22415 Kent Falls Drive

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, President Anthony Adams called the meeting to order at 7:00 P.M. John Irwin recorded the minutes.

APPROVAL OF MINUTES

The Association's March 12, 2015 Monthly Board Meeting minutes were reviewed and approved by the Board of Directors.

INTRODUCTIONS

The Board of Directors and Management introduced themselves to the property owners and guests in attendance.

SECURITY REPORT

John Irwin gave a brief security report. Cornerstone Place remains quiet with no major or minor crime issues noted.

RESIDENTS COMMENTS

No comments were made by the homeowners in attendance.

MAINTENANCE ISSUES

- o **Gazebo Repairs:** Tabled due to the absence of Kerry Lewis.
- o **1723 Cornerstone Place Maintenance:** John Irwin passed along information received from Christina Arnold who stated that Harris County was granted a default judgment against the property owners in February of 2015. After the mandatory waiting period, the County should be putting the property up for auction if the property owners fail to respond to the final demand letter issued by the County to pay the past due tax liens.
- o **Playground Equipment:** John Irwin discussed the safety height requirements of playground swings with the representative from Kraftsman Playground and Waterparks, the minimum height that the swing seats may be to the fall surface is one (1) foot above the surface for baby seats, and twenty-four (24) inches for juvenile or adult swing seats. Both Kraftsman and John Irwin agree that more fall surface material needs to be added to the area. If more material is added, the swing seats will be back to a normal height. The Directors discussed the condition of the sand box barrier/border and agreed the border needs to be replaced when funds allow. John Irwin agreed to contact Kraftsman and obtain new quotes for replacement of the borders around the sand pit and swing set areas, and a quote for adding more fall surface material to the swing set area.

- **Contract Approvals:** John Irwin distributed copies of the Association's 2015 Pool Management and Mosquito Control Contracts to the members in attendance. The new security contract should be available next month.

COMMUNICATION ITEMS

- **Newsletter:** The next newsletter deadline will be on April 10, 2015 and will include articles about the Garage Sale and requests for volunteers.
- **Web site:** Director Phyllis George informed those in attendance that the Web site is working and is up-to-date.
- **Volunteer List:** Marlene Adams is currently maintaining the community volunteer list.
- **Welcome Committee:** Tabled due to the absence of Director Christina Arnold

SPECIAL EVENTS

The Directors discussed the following special events:

- **Easter Egg Hunt:** The event was a success; the Directors acknowledged Max Hughes, (Easter Bunny), Kimberly Kristensen, and Kelsey Tinsley, (event volunteers) for their efforts that helped make the event a success.
- **Christmas Decorations:** John Irwin contacted four contractors and should have estimates for the next meeting.
- **Garage Sale:** Scheduled for May 2, 2015 from 8:00 A. M. until 12:00 noon.
- **Fourth of July:** Director Christina Arnold has agreed to be the Chairperson for the event.

FINANCIAL REPORT

- **March 2015 Financials:** The Association's March 2015 Financials were reviewed and approved as submitted.
- **Accounts Receivables:** John Irwin updated the Directors concerning the Association's accounts receivables. 2015 assessment collections are proceeding well. Collection letters will be mailed to any delinquent property owners next week. No Board action is necessary at this time.
- **Reserve Project Study:** The Directors discussed the Association's current Reserve Funding status and the Reserve Project Study. The Study will need to be updated after receipt of the final billing for the new playground installation and the 2015 Reserve Funding is recorded in the 2015 financials records. Directors Tony Adams and Mike Chittwood agreed to meet with John Irwin to work on updating the study for Board review and approval.

DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. Sidewalk repair courtesy letters were re-issued to any property owners who didn't repair the sidewalks last year. No Board action was necessary at this time.

There being no further business, the meeting was adjourned at 8:01 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved:

Phyllis B. George
Board Member

Date:

5/14/2015

