

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 12, 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
Christina Arnold Parliamentarian
John Irwin Property Manager/Irwin Community Management

GUESTS

Marlene Adams 22403 Kent Falls Drive
Suzanne Hughes 22415 Kent Falls Drive
Kerry Lewis 22515 Wildwood Grove 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 February 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

- **Gazebo Repairs:** Kerry Lewis addressed the Board and discussed the plaster problems on the gazebo columns. Kerry thinks that water is getting under the paint and lifting the paint and plaster due to problems with the roof. The roof may need to be replaced. Due to all of the recent rain, the gazebo is too wet to verify that the roof is the problem. As soon as the gazebo dries out Kerry intends to inspect the roof and make a determination.
- **1723 Cornerstone Place Maintenance:** No changes in ownership or probate process were noted; currently Michael Chittwood and other volunteers are maintaining the landscape. The backyard will need to be mowed and cleaned up soon. Max Hughes commented that the siding on the garage is in bad condition. John Irwin will contact Bio Landscape and obtain a quote to mow and clean up the backyard.
- **Playground Equipment:** Tony Adams asked that John Irwin contact Kraftsman Playground and Equipment Company to discuss the height of the swing set seats in relation to the fall surface. Tony thinks the seats are too high and that the chains need to be lowered. John Irwin agreed to contact Kraftsman and discuss the issue to determine if there is a specified height standard in order to keep the swings within national safety standards.
- **Contract Approvals:** The Association's 2015 Pool Management Contract submitted by Sweetwater Pools, Inc. was reviewed and approved as submitted.

COMMUNICATION ITEMS

- **Newsletter:** The next newsletter deadline will be on March 13, 2015 and will include articles about the Easter Egg Hunt, Garage Sale, and Fire Ant Week.
- **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:** Christina Arnold has volunteered to establish a Welcome Committee and a welcome packet that will welcome new property owners to the community.

SPECIAL EVENTS

The Directors discussed the following special events:

- **Christmas:** Tony Adams would like to get quotes for the commercial installation of garland and wreaths at the entrance in case no volunteers are available to install the decorations owned by the Association. John Irwin advised he will find contractors and obtain estimates as soon as time permits.
- **Fire Ant Week:** Fire Ant Week is scheduled for March 29 - April 4, 2015.
- **Easter:** The event is scheduled for March 28, 2015 from 10:00 until 11:30 A.M.
- **Garage Sale:** Scheduled for May 2, 2015 from 8:00 until 12:00 A.M.
- **Fourth of July:** Director Christina Arnold has agreed to be the Chairperson for the event.

FINANCIAL REPORT

- **February 2015 Financials:** The Association's February 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 month. 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 performed.

DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. Sidewalk repair courtesy letters will be 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 8:37 P.M.

Presented by John Irwin, Property Manager.

Minutes Approved: _____

Board Member

Date: _____

4/8/15

