

Teas Lakes POA Board Meeting Minutes

March 14, 2016

- I. Call to Order:** 6:32 PM; Diane Cook, Bo Arguello, Elizabeth Keithly and JoAnn Caldwell were present as well as Shelly Peterson with IMC.
- A. No residents were present
- II. Proof Of Notice:** Documentation showing notice was posted on the bulletin board, Teas Lakes Neighbors Facebook Page, Teas Lakes POA Facebook Page as well as the website. Email was also blasted to the subscribed homeowners.
- III. Minutes:** From previous meeting were read. Motion to approve minutes was made and motion was seconded and approved unanimously.
- IV. Treasure's Report:** February 2016 financials and bank reconciliations were emailed to the Treasurer, Bo, before the meeting for review. A motion was made to approve the financials as read; the motion was second and approved unanimously.
- V. Old Business:**
- A. Articles of Incorporation and Bylaws: (Recorded copies need to be uploaded to website): The state laws changed again in 2015; in order to make sure that Teas Lakes has the most updated documents, the association's attorney, Bryan Fowler, recommended that the Board update their documents to reflect the 2015 law changes. Once they are recorded, they will be sent to IMC and will then be uploaded to the website.
- B. Director Appointment (1 Year): The board had previously discussed and interviewed candidates in their January 20th meeting. They had asked for Elizabeth Keithly to accept the Director at Large position in their February 9th meeting. The motion was made and the motion was second and approved unanimously.
- C. Back Pond North West Erosion Status Report: In the February 9th meeting it was motioned and approved to get bids to fix the erosion. We are still looking for bids on fixing the erosion at this time.
- D. Purchasing Board Meeting Notifications Signs: During February 9th meeting it was motioned and approved to purchase 4 double sided signs for the entrance of the neighborhood. We are waiting until the new website is up and running before the signs are purchased.
- E. New Website Design and Build: The new website (www.teaslakespoa.com) is being built and managed by IMC and should have a rough draft finished for Elizabeth to review by next week. Once Elizabeth has reviewed the draft and any changes have been made and finalized, the website will be published.
- F. Formation of Neighborhood Watch Committee: JoAnn contacted the Committee Chair, Deborah Crespo (7705 Board Crossing), and made her aware of what Conroe Police Department had wanted before getting involved in a neighborhood watch program. The Police Department stated that in order to start up a neighborhood watch they must have a petition with a minimum of 50% of the homeowners in Teas Lakes requesting the program. The Police Department also stated that they recommend more volunteers. Deborah stated that she would go door to door in order to get signatures for the petition. Once petition is completed and turned in to the Police department, JoAnn will set up a meeting for them to discuss the legal standings for the neighborhood watch committee.
- VI. New Business:**
- A. New Website Build and Status Report: Discussed previously in old business. IMC is building the new website (www.teaslakespoa.com) and will have a rough draft for Elizabeth to review by next week.

- B. Review Results from Pond Color Survey: During the February 9th meeting it was motioned to have Megan Bennett coordinate a survey through Survey Monkey to send to IMC in order to upload it to Constant Contact and to be sent out to the subscribed owners with a closing date of March 1st. The results of that survey revealed that the majority of the membership wanted the ponds to be the natural color and to no longer use the colorant.
- C. Neighborhood Watch Committee Charter Status Report: During the February 9th meeting it was motioned and approved for Deborah Crespo (7705 Board Crossing) to be the Committee Chair for the neighborhood watch committee. The charter was sent to Deborah for her review. She did contact JoAnn and was waiting to sign and return the charter depending on what the Police Department had wanted. Now that it has been determined there has to be a petition with at least 50% of the membership wanting the committee, JoAnn did email Deborah and asked for her to return the signed charter to Shelly at IMC so we could follow through on the petition.
- D. Review Landscaping Contract Bids Received: The board is still looking into bids for the Landscaping at this time.
- E. Meeting Entrance Signs Status Report: Waiting on new website completion before the signs are purchased.
- F. Review ACC Letter Regarding Acceptable House Paint Colors: It was brought to the Board's attention that the house paint colors were not specified in our bylaws. The board cannot change the bylaws to state specific house colors without 67% vote from the membership.

VII. Adjourn to Executive Session – 7:50 PM:

- A. Review Pending Litigations: The board asked Shelly to email Bryan to find out if the Hanke and Crowe lawsuits had been dropped or when their 90 days was up on answering the lawsuit. It was discussed via email that the lawsuit had not been dropped as of yet. The board voted unanimously via email to drop both lawsuits involving Mr. & Mrs. Hanke and Ms. Crowe.
- B. ACC Projects: The board was asked to look at two different addresses that had submitted ACC applications. The first was the address wanting to change the paint colors. The board, nor the ACC Committee can specify house paint colors without changing the bylaws which would require 67% vote from the membership. On the second address, it was regarding the bricks placed along the drive way. The board agreed that the bricks should not be approved by the ACC Committee. If the homeowner is wanting a driveway extension, it must be a permanent concrete structure.
- C. Collection Matters: Went over deed violation report as well as discussed pending litigations and past due accounts and their status'. The Board asked that IMC assess all late fees on all outstanding balances and to send out the past due statements. The Board voted unanimously on having all pending litigations on past due accounts be filed in the District Court. Bo Arguello made a motion to file on any account that is \$700 or more past due with the District Court. The motion was second by Diane Cooke and approved unanimously.
- D. Bank Signature Cards: A motion was made to amend last month's motion regarding signature card changes to change the signer's on both Woodforest Bank Accounts (8485 & 4335) to Isabela "Bo" Arguello, JoAnn Caldwell and Steve Durham; the motion was second and approved unanimously.

VIII. Adjourned – 8:53 PM