

Hunters Glen Community Association Inc
Board of Directors Executive Meeting Minutes
Thursday, January 11, 2018

Board Members Present: Don Smith, President Ertwyn Henry, Vice President
 Lee Johnson, Director Karen Jacobs, Director
 Joe Johnson, Director

Board Members Absent: Danny Yarbrough, Treasurer

Management Present: Sonya Brown of Marshall Management Group Inc.

This duly noticed meeting was held at 1522 Texas Parkway, Missouri City, Texas in Fort Bend County. President Don Smith served as the chair and noted that a quorum was established at 7:04P.M.

By motions duly made by Lee Johnson and seconded by Joe Johnson, the agenda was adopted and passed.

By motions duly made by Ertwyn Henry and seconded by Lee Johnson; the minutes were accepted as written.

Ms. Brown presented the financial report as of December 31, 2017, along with a collections update for 2017 and 2018 YTD. Mr. Smith then asked when an audit was last conducted and Ms. Brown stated in 2012 she believed. The board then asked that an audit be conducted.

2018 budget briefly reviewed and it was confirmed that \$3,000 was earmarked for scholarships. Ms. Jacobs stated that she has not yet formulated the plan for the issuance of the scholarships and is further waiting on Mr. Smith's referral.

Under new business a lengthy discussion on tennis court conversion. A sample viewing, not drawn to scope of the courts was presented. Ms. Jacobs insisted on having some type of outdoor kitchen area with counter top space, along with bench seating and barbecue pit areas. The board was amenable to the idea and also agreed to keep all kids play activity within the park area. The lighting and camera installation was also discussed. Overall, Ms. Brown stated that the initial budget was set for \$50,000.00 for the conversion, but anticipated it would cost a bit more, given the condition of the current tennis courts and the required demolition. Ms. Brown then concluded the discussion by agreeing to send the board the proposals as they are received.

A discussion was also held on obtaining cost for new curb addresses.

Under old business, the board discussed the holiday decorations and electrical issues. Mr. Henry stated that timers were not installed during the initial install, but later were. In particular, Mr. Smith stated the decorations were installed too early and asked for a refund. The board did not agree with the refund and agreed to aim towards a smoother install with functioning lights next year. Ms. Brown agreed to have an electrician on sight next year during the installation.

The board then reviewed the final cost for the cell modems for the LED signs. Mr. Henry led the discussion in converting the signs from stand alone to having them become wirelessly controlled and stated that the price quoted by 4D Signworks for \$2,900.00 for both signs seemed realistic. The board then approved the quote for conversion.

Ms. Brown gave an update on the horticulturalist. She explained that the new drawings will be ready to go in time for a spring planting and that the current sprinkler systems have been checked and repairs made. The board asked that the drawings be forwarded onto the board for approval.

Ms. Brown stated that the bayou side of the perimeter fence was being replaced and that the replacement should be complete within the next few weeks.

Under other business, Mr. Smith asked that Constable Gary Majors be invited to the next meeting and that he be presented a plaque for his valiant leadership and display of community giving for the works that he has performed for Hunters Glen 3.

Mr. Henry asked for a simple financial report and budget that could be placed on the website.

The next board meetings were scheduled for April 12, 2018, July 12, 2018 and October 11, 2018; with the annual meeting of members being scheduled for April 14, 2018 at 11:00 a.m.

The meeting adjourned at 8:51 p.m.

Minutes Approved by:

Hunters Glen Comm. Assoc.