

**COURTYARD HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES**  
**TUESDAY, August 17, 2021, 6:30 PM**  
**VIA Zoom (see below for instructions)**

- I. Call to Order: Denise Hogan, Jim Lloyd, Janet Wright, Konavis Smith, Henry Mistrot and Meredith Massey-Kloetzer. Waneen Spirduso was absent but she assigned her proxy to Denise. Marilyn Childress, Association Manager for Goodwin Management, was also present.
- II. Approval of July 20, 2021 meeting minutes
  - A. Adoption of email Board vote dated August 7, denying waiver of collection and late fees for late payment of 2020 and 2021 annual assessments for 1 homeowner.  
Konavis moved to accept the minutes as presented. After a second by Jim all voted to approve the minutes.
- III. Committee Reports
  - A. ECC: Diana submitted a written report.
  - B. Community Park: Terry Edwards submitted a written report.
  - C. Landscape /Decorating: Ed Ueckert reported with the support of Firewise and the Board, we have completed a survey of the 40 acres of common area and will coordinate the tree maintenance this fall.
  - D. Security: Jim Lloyd submitted a written report. There will also be a gate code change on 9/1. An email will go out a week ahead.
  - E. Welcome: Erik Maye submitted a written report.
  - F. Social: Joany Price had nothing to report.
  - G. Communications: Jen Harold had no written report.
  - H. Compliance: John Darmanin submitted a written report.
  - I. Kayak: Jim Vence submitted a written report.
  - J. Fire Safety & Prevention: Richard Stelzner submitted a written report.
  - K. Area Development & Governmental Liaison: Denise Hogan has nothing new to report. Committee member Dave Scholes contacted the City regarding signs for Bull Creek for possible algae. Jim V. reported that the City just determined there was no harmful algae in Bull Creek.
  - L. Boat Storage & Launch Area (new committee)
- IV. Financial: Jim Lloyd submitted a written report.
- V. Old Business
  - A. Update Board regarding status of action items for HOA Board and Goodwin Management due to 2021 Texas Legislature law changes, as follows:
    - 1.ECC: Update religious display, security measures (cameras and fences), swimming pool fencing language in Guidelines; change ECC committee membership; establish Board liaison to ECC Committee; revise ECC letter to homeowners for denials & appeals hearings process
    - 2.HOA Website: Verify completeness of Governing documents & create search function on website.
    - 3.Meeting Notices: Increase from 72 hours (3 days) to 144 hours (6 days)
    - 4.Budget Items: Adopt bid protocol for contracts in excess of \$50,000
    - 5.Board & Committee Member Liability: Review D&O Insurance and indemnification in governing documents.
    - 6.Compliance: Update notice of hearing procedure.
    - 7.Goodwin Management Items: Update Resale certificate fees, Management certificate filing requirements, and Texas Property Law Chapter 209.0064 letters regarding debt

collection notice

- B. Vote to adopt ECC Guidelines document revisions to align with 2021 Texas Legislature law changes. Henry moved to approve the ECC guidelines with the addition of a qualifier restricting wooden privacy fences in front yards. After a second by Meredith, all voted to approve.
- C. Vote to appoint two new members to the ECC Committee. Konavis moved to appoint Tomas Barrett to the ECC. Meredith provided a second and all approved. Konavis moved to appoint Julie Addicott as a member to the ECC. After a second from Henry all voted to approve.
- D. Vote to establish an HOA Board Advisory Liaison to ECC Committee. Henry moved to appoint a board liaison position to the ECC. Konavis provided a second and all voted to approve.
- E. Vote to adopt a Hearing Protocol for Association members to appeal ECC Committee denials. Janet moved to adopt the protocol. After a second from Meredith, all voted to approve.
- F. Vote to adopt a Bid Protocol for Contracts in Excess of \$50,000. Meredith moved to accept the bid protocol. After a second from Konavis, all voted to approve.
- G. Vote to adopt Fine & Enforcement Policy revisions to align with 2021 Texas Legislature law changes. Konavis moved to adopt the Fine & Enforcement Policy. After a second from Meredith, all voted to approve.

VI. New Business

- A. Receive budget requests from all Committee Chairs for 2022 Budget.

VII. Neighbor Questions

One member had a comment about the pump for washing kayaks at the Kayak Rack in the Park, and an additional suggestion to highlight the common areas in different colors on the neighborhood map to denote the different HOA common areas owned by Courtyard, Back Court, Centre Court, and The Villas at Courtyard (Wolf Court does not own any common area).

One member provided information about the City's determination that there is no algae of the harmful type in Bull Creek, but that the samples were taken in the Bull Creek Park area, not in our section of the creek.

VIII. Set next Board Meeting date: September 21, 2021 at 6:30PM.

IX. Adjournment: Konavis moved to adjourn, Janet seconded, and after approval from all, the meeting was adjourned.

Approved: Daniel Hogan Pres

Date: Sept. 22, 2021