

## COURTYARD HOMEOWNERS ASSOCIATION BOARD MEETING MINUTES

TUESDAY, July 20, 2021, 6:30 PM

Location: Courtyard Atrium Office Building, 5910 Courtyard Drive

- I. Call to Order: All Board members were present: Denise Hogan, Konavis Smith, Jim Lloyd, Waneen Spirduso, Janet Wright, Henry Mistrot and Meredith Massey-Kloetzer. Marilyn Childress, Association Manager for Goodwin Management, was also present.
- II. Approval of June 15, 2021 meeting minutes
  - A. Adoption of unanimous email Board vote dated June 18, approving updates to the Tait's Rack Kayak lease renewal form.
  - B. Adoption of unanimous email Board vote dated June 29, approving the renewal of the two License Plate Recognition (LPR) camera leases for one year in the amount of \$4,264 (a budgeted expense).Meredith moved to accept the minutes as presented. After a second by Janet; all Board members voted to approve the minutes.
- III. Committee Reports. All committee chairs were reminded to turn in budgets for 2022 at the next meeting. All were reminded that the proposed budget will be finalized in late September in order to determine whether annual assessments will increase for 2022 (this decision must be made by October 1).
  - A. ECC: Diana Apgar submitted a written report.
  - B. Community Park: Terry Edwards submitted a written report.
  - C. Landscape /Decorating: Ed Ueckert submitted a written report. He added that he is watching the watering closely. An assessment of the maintenance needs of the common areas will be performed in August, and maintenance will be performed in the fall.
  - D. Security: No written report was submitted. Jim Lloyd reported he is hoping to get COA approval for access improvements.
  - E. Welcome: Erik Maye submitted a written report.
  - F. Social: No written report was submitted. Joany Price gave a recap the July 4<sup>th</sup> event, thanking all volunteers and reporting that the event was a great success!
  - G. Communications: Jen Harold submitted a written report. She would like some new content for the Caller and she would like Committee Chairs to send articles.
  - H. Compliance: John Darmanin prepared a written report. There was discussion about trash can violations (dusk to dusk is the commonly accepted guideline, per Marilyn) and acceptable standards for the location of satellite dishes.
  - I. Kayak: Jim Vence submitted a written report. The idea of increasing lease fees to help equalize demand and supply was raised.
  - J. Fire Safety & Prevention: Richard Stelzner submitted a written report.
  - K. Area Development & Governmental Liaison: Denise Hogan submitted a written report.
  - L. Boat Storage & Launch Area (new committee): This committee is not yet launched.
- IV. Financial: Jim Lloyd submitted a written report. Everyone was reminded that the 2022 budget process starts at next month's Board meeting, and that all proposed items are to be submitted at the August 17 Board meeting.
- V. New Business. Several members of the Board attended a virtual Webinar hosted by Goodwin Management and present by Connie Heyer, Attorney. Ms. Heyer gave details about the 2021 Texas Property Law changes which will affect HOAs.
  - A. Review action items for HOA Board and Goodwin Management due to 2021 Texas Legislature law changes, and vote to approve as needed:

- 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

Voting on these items will be held at the next Board meeting.

VI. Old Business -- None

VII. Neighbor Questions/Comments

Five neighbors asked a question or had comments, including these topics:

Buoys for Bull Creek; maintenance in Bull Creek; question about the Fred C. Morse property, question about a fence near the Villas sub-HOA.

VIII. Set next Board Meeting date: August 17, 2021 at 6:30PM.

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

Approved: Denise Hogn, Pres. Date: 8/17/21