

## **Board Briefs**

Board Meeting was held November 21, 2013. Attendees: Keith Austin, Judy Callaway, Sylvia Teague, Alvin Hodges, Gloria Valigura, and Ransom Daly representing ACMP, Inc. Cheryl Tillman also attended to discuss maintenance fees. Ransom was able to immediately respond and resolve her question.

The next board meeting of HBTM HOA will be held Thursday, December 19, 2013.

### **Committee Reports**

ACC - Nancy Nichols, Paul Behrend and Alvin Hodges – No new ACC's.

Pool – Pool is now closed

Communication Committee – Judy Callaway, Patty Hodges, and Sylvia Teague – Watch the Marquees for good information.

Recreation Committee – Gloria Valigura and Patty Hodges

- Santa in the Park – scheduled for Saturday, December 14 from 6:00 p.m. to 8:00 p.m.

Welcoming Committee – Lisa Behrend, Patty Hodges

Web Page – Gloria Valigura

Landscaping Committee – Gloria Valigura, Judy Callaway, Patty Hodges

### **Open Discussion and/or Votes Taken**

- **New Property Management Company** – the board of HBTM HOA and homeowners of HBTM welcome ACMP, Inc. as our new property management company. Their phone number is 281-855-9867. We look forward to a long-term professional relationship.
- **2013 Maintenance Fees** – Your 2013 maintenance fees are now past due. Please contact Ransom Daly at ACMP, Inc. (281-855-9867) to arrange payment, including monthly payment plans if that helps you.
- **2014 Maintenance Fees** – The maintenance fee for 2014 is \$450 per year. You will be receiving your invoice shortly.
- **Financials** – as we are transitioning to a new management company, not all the financials were available. We will look closely at all financials at the December meeting. A representative of Wunch & Associates will be at the meeting to answer any questions we may have.
- **Precinct 4 Crime Statistics** for RR MUD #1 & 2 – are available to you on our HOA website.
- **Contracts** – All contracts are current.
- **Sidewalk repair** – Contrary to our previous understanding, it is the homeowner's responsibility to repair the sidewalks on their property. Ransom is forwarding the State of TX ruling on this to us.
- **Property Action Item list (PAL)**
  - #59 – (9/12) Gloria and Hormoz will revisit putting cameras at our entrances with Pct 4.
  - #66 – (11/12) We are receiving bills for three meters; however, there may be a fourth. Appears bill for the meter at Perry/Fallbrook is the one missing. Keith Austin to resolve.
  - #67 – ((2/13) Board to update Capital Improvement Cost Analysis in early 2014.
  - #73a – (3/13) Board voted to accept Bobby Broussard's quote to determine if there is any termite damage in the pool house. Ransom will ask Bobby to perform work weeks of 12/8 or 12/15, if possible.
  - #79 – (2/13) Most of the work complete. Loropetulums will be installed 11/26/13.
  - #91 – (4/13) – repainting inside of pool offices if needed – after termite checks complete. We have quote from Bobby Broussard. Board approved Bobby performing work if needed.
  - #93 (5/14) Hou-Rec made a presentation on a Splash Pad. They will re-quote on a smaller Splash Pad. The board to have discussions with RRMUD#1 & 2 to determine if they can provide any funding toward the Splash Pad. Gloria to check how many green tags were issued in 2012 or 2013 to help try to determine potential for usage of a Splash Pad.

- #97 (6/13) New signage in playground. Approved in 6/13. Ransom to reorder sign as well as a 2<sup>nd</sup> sign and a new horse-shoe shaped sign holder.
- 99# - 2012 Audit complete. Will be presented to board by Wunch & Assoc at December meeting.
- #100 – prepare policy wrt credits on previous owner accounts. We need to document how to resolve these accounts. Gloria to provide more specific information on these accounts.
- #101 – Resolve open items on bank accounts for > 3 months
- #106 – Request letter to RR MUD #2 requesting funding for park repairs.
- #110 – ACMP to move our bank accounts from New First to Associated Capital at the end of December 2013
- #111 – Keith and Ransom to move \$20K from our MMA to New First immediately to avoid any other overdrafts.
- #112 – Gloria to scan and send Messock letters/reports to Ransom
- #113 – Keith would like to receive electronic copy of all autobills.
- #114 – Gloria e-mail 2014 election document to Ransom
- #115 – TCM has not yet returned keys to pool
- #116 – Gloria to forward to Ransom for action Keith's request for possible funding. (See #106 above)
- #117 – Gloria forward to Ransom State of TX tax exempt letter.
- #118 – Gloria take photo of Popcorn cart and send to Ransom

7/26/13