

Memo

To: 2004 Wilderness Trails Home Owners Association Board Members
From: Kevin Bordelon
Date: 3/30/2005
Subject: Wilderness Trails Home Owners Association Board Meeting Minutes
Attendees: Board Members: Ben Efting, Kevin Bordelon, George Dillon, Lisa Norwood, Bill Parks
Committee Chairs: Stan Faber, Skipper Jones, Bill Cole
Others: Amy Efting

The meeting opened on 3/30/2005 at 7:00 p.m.

General (all)

- ? Discussed issue of having a formal agenda for each meeting. It was decided to have a formal agenda template that will be followed. George Dillon to develop the agenda.
- ? Discussed the in operation of the HOA web site. The current domain name is tied up by the former web master. It is in the process of being released. Once released a new web page will be developed with current HOA information. Amy Efting currently has web sites developed for other clients that the board will review. Amy has volunteered to provide this service, pending the review of her work and approval of the board.
- ? The position responsibilities of the board members were discussed. Roles will be defined and added to the by-laws. George Dillon will take the lead on this issue using an ad hoc committee.
- ? Board position elections were held for the 2005 year: George Dillon – President, Lisa Norwood – Vice-president, Kevin Bordelon – Secretary, Ben Efting and Bill Parks – At Large

Review by Architectural Committee (Skipper Jones)

- ? Several requests and approvals for paint jobs. No other issues.

Review by Deed Restriction Committee (Stan Faber)

- ? Reviewed and discussed card to be mailed to all homeowners reminding them of deed restriction requirements.

Review by Maintenance Committee (Jeff Norwood)

- ? Reviewed the submittals of three bidders for the roof repairs to the park buildings due to the hail storm in the fall of 2004. It was discussed if there were any issues with any of the bidding companies. One company was excluded due to prior experience. The remaining two bidders will be contacted to ensure bids scopes or equivalent and then based on quoted cost the bid will be awarded. Insurance has paid the claim less the depreciation amount, which will be reimbursed once the job is complete.
- ? Dumping trash at the end of Castlewood was discussed. A sign will be posted stating no dumping is allowed. Skipper will contact the City of Friendswood to see if they will post the sign. If not the HOA will purchase and post a sign.
- ? The lawn maintenance company will be contacted to get quotes for mulching the flowerbeds at the entrances.

- ? The bidding process for landscaping maintenance will be started since the current contract is up in May.
- ? The new Wilderness Trails entrance sign at the Castlewood entrance will start in the next couple of weeks. The delay was caused by permit delays.
- ? The locks to the pool gates will be re-keyed prior to keys being sent to all homeowners current on the HOA dues. Pat will send keys in May.
- ? The barbeque pits at Castlewood Park will be removed due to deterioration.

Review by Finance Committee (Pat Garner)

- ? No review made.

Pool Management (Bill Cole)

- ? Pool will open the weekend prior to Memorial Day (May 20).
- ? Pool hours during the summer will be 9:00 am to 9:00 pm Tuesday thru Saturday and 1:00 pm to 9:00 pm on Sunday. The pool is closed on Monday.
- ? The pool lifeguard station was approved to be replaced due to damage and age. Several options were discussed to minimize costs. Approval was given between \$1400 - \$1800.

Other Topics

- ? The HOA contact information maintained by the City of Friendswood is outdated. Skipper will work with the city to get this information updated.

The meeting was adjourned at approximately 8:30 p.m.