

Memo

To: 2005 Wilderness Trails Home Owners Association Board Members
From: Kevin Bordelon
Date: 6/29/2005
Subject: Wilderness Trails Home Owners Association Board Meeting Minutes
Attendees: Board Members: Kevin Bordelon, George Dillon, Lisa Norwood, Ben Efting, Bill Parks
Committee Chairs: Stan Faber, Skipper Jones, and Pat Garner
Others: Amy Efting
Absent: None

The meeting opened on 6/29/2005 at 7:00 p.m.

General (all)

- Approved 4/27/2005 Board meeting minutes. Lisa Norwood motioned approval. Kevin Bordelon seconded.
- Board meetings will open with a standard agenda that is open to all residents. An executive session will then occur dealing with specific individual resident issues. Legal counsel recommended this type of format. All board meeting minutes covering the standard agenda items will be approved and available for review by all residents.
- Web Site development was discussed. The board decided Amy Efting would be the Web Master and chair of a web site committee. The previous web site master will become a member of the new committee. The web site domain name will be registered under Pat Garners name since his affiliation with the homeowner's organization remains constant. Links will be added to the web page to the Yahoo WTHOA group and generic email addresses (such as president, secretary, Deed restriction chair, etc) will be added to the web page that forward to an individuals personal email address to maintain confidentiality.
- An open issue between the board and a resident concerning a deed violation was discussed and what legal rights the resident had to board documentation. The advice of legal counsel was reviewed as it pertained to this matter and how records should be kept and filed. Legal counsel stated that all financial records were public domain and items such as deed restriction violations, architectural approvals, and contractor bids could be considered private and confidential information. The board decided all original records would be kept by Pat Garner with copies being kept by individual board members as it pertains to their board or committee position. Additional legal counsel recommendations were discussed dealing with the deed restriction issue with a WTHOA resident.
- The police were called for a pool party that was being held by 20 kids after 11:00 pm when the pool is officially closed. The police stated no formal citations could be given because there was no signage indicating pool hours of operation and no trespassing allowed after hours. Signs will be posted for this and for parking at the pool and park sites.
- A meet and greet event will be set up for residents to meet and discuss issues with the police chief.

Review by Architectural Committee (Skipper Jones)

- No issues.

Review by Deed Restriction Committee (Stan Faber)

- A complaint was lodged concerning a home that was renovated after a fire. A deed restriction violation letter will be issued.
- Several other potential deed restriction violations were discussed.
- The current Deed Restrictions will be revised with the new revisions and comments from legal counsel. Kevin Bordelon will issue.

Review by Maintenance Committee (Jeff Norwood)

- Fence construction at the Castlewood entrance is complete. A final invoice of \$500 is pending minor touchup repairs.
- The gate to the entrance of the Castlewood Park was vandalized and has been repaired.
- A landscaping bid was approved to Hysco Inc for a one-year contract. The bid cut expenses by approximately one half over the previous contractor.
- The new Wilderness Trails entrance sign at the Castlewood entrance has been completed.

Review by Finance Committee (Pat Garner)

- January through June 15 financial results:
 - Dues collected: \$95,302
 - YTD Spend: \$63,293.42
 - Dues Outstanding: \$29,583.20
- A reminder will be sent to all residents that are delinquent on dues less than 1 year overdue.
- A notice will be sent to all residents who have delinquent dues over 1 year old stating that a lean has or will be placed on their home and credit agencies may be notified. This item is pending legal counsel review.

Pool Management (Bill Cole)

- None

Other Topics

- None

The meeting was adjourned at approximately 8:45 p.m. The next meeting is scheduled for July 27, 2005 at 7:00 p.m.

Open Action Items from previous Board meetings:

- 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.
- The HOA contact information maintained by the City of Friendswood is outdated. Skipper will work with the city to get this information updated.
- The barbecue pits at Castlewood Park will be removed due to deterioration.
- Kevin Bordelon to issue final draft of the new deed restrictions.
- Lisa Norwood to set up the meet and greet with the police chief.