

# Deerfield Village Community Association

## MINUTES OF REGULAR BOARD MEETING

July 24, 2017

The regular meeting of the Board of Trustees of the Deerfield Village Community Association was held at 4045 Deerfield Village Drive in Houston, Texas 77084. President Eric Toureilles called the meeting to order at 7:15 PM.

Trustees in attendance were Eric Toureilles (President) Mark Klodzinski (Vice President), Bruce Bott (Secretary), Brent Burris, Louis Carpenter, Brian Harris and Geri Hudson. Stuart Cory (Treasurer) was not in attendance and provided his proxy to Eric.

### I. DETERMINATION OF A QUORUM (6 required)

Eric Toureilles determined there was a quorum.

### II. APPROVAL OF MINUTES

After a review, Louis motioned to approve the June Board Meeting minutes as submitted. The motion was seconded by Brent and passed unanimously.

### III. RESIDENTIAL INQUIRIES

A resident referenced the information and documents on the DVCA website and asked if a review could be done with the objective to update and consolidate the policies where possible. The Deeds committee will conduct a review of the material and make a recommendation to the Board.

A resident on Heaton requested that the trash can on the northwest side of the greenbelt near their home be moved. They see it as an unsightly nuisance and claim it attracts pests to the area. They also asked that the exercise equipment in that area be moved as it invades their privacy. The Board will work with Landscape and the MUD to see what can be done.

A resident asked about the agenda item concerning Committee member conduct. This will be addressed during the New Business portion of the meeting.

### IV. PRESIDENT'S REPORT

Stuart Cory has resigned from the DVCA Board effective at the end of the July meeting. The Board will proceed to fill this position.

At this point Brian Harris had to leave the meeting. He gave this proxy to Mark.

V. TREASURER'S REPORT

None.

VI. MANAGER'S REPORT

Tina noted the following items:

- a) The Longmoor house has been repainted and that matter is now closed.
- b) The county Health Department has visited the house on Widcombe.
- c) Ant and pest control treatments have begun around the Rec Center.
- d) The chili cook-off has been dropped from the schedule.
- e) Striping of both the Rec Center and north parking lots has been completed.

VII. STANDING COMMITTEES

A. Tennis Committee

The wind screens will be evaluated for possible replacement. The Committee asked that the mowing crew be advised to not blow debris onto the courts.

B. Recreation Committee

The 4<sup>th</sup> of July event was well attended. Planning is in progress for both an August pool party and the Big Event. Peter handed out a preliminary summary of the results from the survey conducted by the Boy Scouts. The survey response rate was approximately 30%. Another request for survey responses will be made in an upcoming newsletter.

C. Swim Pool Committee

The Committee submitted a proposal for three new picnic tables to be placed under the pavilion. These are the same vendor and design as the one replaced in June. It was noted that the cost may be reduced if the Committee members perform the assembly. The old tables will be donated to a local charity.

Brent motioned to approve the \$2,289 proposal for the new tables. Louis seconded and the motion passed unanimously.

A sub-committee has been formed to begin the process for a new pool contract. The existing contract expires at the end of 2017.

D. Security Committee

Car break-ins continue to be an issue in the neighborhood. Most of the vehicles involved are unlocked.

The Committee requested that a new Trustee representative be appointed. The rep used to be Larry Burkham who resigned in May. Brent advised that he will begin attending the Security Committee meetings as the Trustee rep on a temporary basis.

Glenn advised that SEAL does not purposely patrol the subdivision perimeter roads (Clay, Windsong, etc.) as part of their routine. They may occasionally be on those roads as they move from one section of the neighborhood to another.

E. Financial Committee

Assessment collections stand at 97.2%. The 2018 budget process is in progress.

F. Community Services Committee

The Committee will evaluate production of a new directory once all of the results are received from the Boy Scout survey.

Bruce will meet with the acoustics contractor and their material supplier on Tuesday, July 25<sup>th</sup> at 3:30 PM to review their most recent bid to address the noise issue in the Club House. All Board, Committee members and residents are welcome to attend.

G. Landscape Committee

No meeting in July.

H. Deeds Committee

An appeal was made to the Board regarding their decision on the Glentworth/motorhome issue. After discussion, Bruce made a motion to deny the appeal. Geri seconded and the motion passed unanimously.

The Committee referred the Hartwell/driveway request to the Board for a decision. The homeowner was in attendance and presented additional information on the planned driveway overlay including the proposed contractor, drawings, photographs, specifications and a sample of the material. After discussion, the Board agreed to review this and other additional information and will respond to the homeowner with a decision by the end of the day on Wednesday, August 2<sup>nd</sup>.

## VIII. OLD BUSINESS

Activity on the access control project has resumed. The system software will be installed on the PC in the office so that training can begin. In August the card key locks will be installed on the doors to the Rec Center bathrooms, club house, small meeting room, the annex and tennis courts. Residents interested in having a card key will need to come to the office and sign-out their assigned cards. Communications announcing this system and how it will work will be included in the newsletter, email blast, Rec Center sign, the Big Event, etc.

## IX. NEW BUSINESS

A. Trustee applications and approval

Glenn provided a Point of Order to the Board (Attachment I). Eric stated that he believed we were following the intent of the By-Laws.

Only one application for the Trustee position to replace Larry Burkham was received.

After discussion, Brent made a motion to approve Dave Flick to fill the remaining term vacated by Larry Burkham. Eric seconded and the motion passed unanimously.

B. Draft proposal to update By-Laws to include language on Member conduct

Eric presented copies of an email from Michael Gainer with draft language for a potential change to the By-Laws so that the Board could remove Committee Members. The draft language for discussion read as:

*Any Chairman or Member of any Standing Committee (regardless of Board appointed conditional term) may be removed and/or replaced at any time, with or without cause, by majority vote of a quorum of the Board in the Board's sole discretion.*

Geri advised that she was opposed to the proposed language. She further stated that we serve for the benefit of the community members and we should not be acting in a way, or making any policies, that restrict or punish residents that serve on committees.

It was noted that language similar to the proposed already exists in the By-Laws, but is limited to Committee chairs and "with cause".

The Board emphasized their support for Committee members and the desire to not take any action that would prevent a resident from serving on a Committee, but pointed out that the existing By-Laws don't provide a means to remove Committee Members who are acting in a manner detrimental to the Committee; it's individual members and/or the management of the community.

The "without cause" phrase was particularly troublesome to most of the meeting attendees.

After discussion it was suggested that any policy or change to the By-Laws include a process much like those in place in most business such as documentation of the offense, notice to the offending person, counseling, probation term, etc.

It was also suggested that if such a change is made, the terms should be no different than those already in place for Board Trustees (with cause, 2/3 majority vote, etc.)

Board Representatives will be asked to remind their Committees that they are there to be sure the Committee is functioning properly and that any Committee Member can approach them or the Board with any issue.

This matter was tabled for further discussion.

C. Election of new Assistant Treasurer

Alan Phillips is leaving Deerfield. His numerous contributions to the community were noted by the Board, particularly his work on the Finance Committee and service as Assistant Treasurer. The Finance Committee will be asked for a recommendation to this position.

X. EXECUTIVE SESSION

At 10:36 PM Eric made a motion to go into Executive Session. The motion was seconded by Mark and passed unanimously. The session ended at 11:09 PM.

XI. ADJORNMENT

Eric Toureilles motioned to adjourn the meeting. Brent seconded and the motion passed unanimously. Eric called the meeting adjourned at 11:10 PM.



Submitted by: Bruce Bott  
DVCA Secretary



Accepted by: Eric Toureilles  
DVCA President