

Deerfield Village Community Association
Regular Board Meeting
October 22, 2007
7:30 PM

The regular meeting of the Board of Trustees of the Deerfield Village Community Association was held at 4045 Deerfield Village Dr., Houston, TX 77084. The meeting was called to order at 7:31 p.m. by Pres. Glenn Sommers.

Trustees in attendance were: Glenn Sommers (President), Mike Polk (Vice President), Marie Nugent (Secretary), Bob Henry (Treasurer), Susan Greer, Caroline Dinger, Dan Karsten , Walt Bohn, and Dennis Hughes

I. Determination of Quorum

It was determined that a quorum had been formed

II. Approval of the minutes.

September 24, 2007 Regular Board Meeting

Motion to approve minutes by Dan Karsten, Susan Greer 2nd. Passed unanimously.

III. Residential Inquires

Andrew Jackson inquired about the wall which is not done yet on Windsong Trail.

Jay Singleton stated that MUD awarded the contract to the stone mason that did our wall on the bridge. Will start work mid-November.

IV. President's Report.

Glenn made the following report:

- Good results from Straw Poll – results to be discussed later
- Budget process continuing. Board Budget meeting next week 10/30
- Mosquito control trial continuing
- Rebecca Adams gave her 2 week notice. Will help during transition.

V. Treasurer's Report.

Report given

VI. Manager's Report.

Have a volunteer to do Halloween party. Boy Scouts will help. Need donations.
Need help for Snow Day, Dec. 16th 2-4 p.m.

VII. Standing Committee Reports

Swim Pool: Written report received

- Dennis Hughes asked about the 10 yr. old swim policy.
- Wants us to get liability coverage in writing from Insurance Co
- Peter Howell said they researched in May and was assured there was no issue on the 10 yr. old age. He will work with the insurance company to verify our rules are covered and ensure there is a written response in our files.

Tennis: Written report received.

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Community Services: Written report received

- Punch list completed
- Floors: 5 bids, narrowed it to one - Lumber Liquidators and independent installer.
- Requesting approval to do floors with a budget not to exceed \$7,333.
- Dan Karsten motioned to approve flooring (including installation) not to exceed the budget of \$7,333 as requested by the committee upon receipt of proof on contractors insurance. Bob Henry 2nd. Vote unanimous.
- Directory update in process, Rebecca working on Ads - Rick Johnson managing
- Pavilion under the Annex will be on a first come first "reserved" basis. Not reservable.
- As of January 2008 rent will be raised
 - Club house – to \$75 for first hour
 - Upstairs room – to \$65 for first hour

Deeds: Report received

- Revamping letters and procedures.

Financial Committee: Written reports received

- Still \$7k under budget.
- Work on budget on track. Budget meeting next week

Landscape: Report given and discussion of plans.

- County will repair sidewalk crew damaged by bridge.
- Requests approval of Fall planting of \$1000.35. It is within budget.
- Mike Polk moved to accept proposal . Carolyn Dinger 2nd. Motion passed unanimously.

Rec Center:

- No luck getting members
- Need members to help with Halloween Party, Snow Day and Wine tasting party for Adults.

Security:

- Walt gave report on Amesberry/Pine Forest response to share a constable

VIII. Old Business:

- **Update on Straw Poll**
 - Glenn provided summary of results
 - There were 270 responses. (about 27% of DVCA)
 - Approx. 85% voted "Yes" for Mosquito Control to continue and 83.33% said "Yes" to a 3rd Constable shift.
 - This will be input for 2008 Budget decisions.

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- **Mosquito Control Update & Vote (if necessary)**
 - Brief update. No actions taken
- **Code of Conduct Discussion / Vote**
 - Continued discussion from September meeting
 - Glenn presented the DVCA Lawyer response (marked up Doc):
 - Kept basic language
 - Made some changes consistent with Texas Revised Civil Statutes (what DVCA is incorporated under)
 - Attorney thought it was very positive and suggested that it be tied to a change in the by-laws on Removal.
 - Glenn will make a motion to pass the Code of Conduct next month.
 - Dennis Hughes suggested we look at curriculum for Board Members that train on how to be an effective board. (classes etc.) . Glenn asked Dennis to look into this.
 - Discussion on Article 1396-2.17 Quorum and Voting Directors that Dennis Hughes brought as documentation that deals with "Secret Meetings" of Directors. Dennis stated that the current DVCA Attorney, at a prior time – possibly before representing DVCA, said that there was case law that used an interpretation of this article to deal with "secret" / non official meetings that were held by the directors of a Non-Profit Corporation .
 - The implications of this was that the Trustees needed to be careful about a quorum of Trustees being at the same gathering as this could constitute a "secret meeting"
 - Question was if 6 or more trustees at the same party and talking together about DVCA – is that a meeting? Does it violate the By-Laws requirement for Public Notice and Open Meetings requirements.
 - Most Trustees could not see this Article describing what Dennis said
 - Glenn will go to the DVCA Attorney, Rick Butler (who initially provided the info to Dennis), to get clarification on this article and issue.

IX. New Business:

- **Appointment of DVCA Trustee Election Committee**
 - Need Election Committee in place. (3 people)
 - Need one Board Member as Chm. One non-trustee and Vice Chm.
 - Walt Bohn, Deanna Miciotta, and Bob Henry volunteered.
 - Glenn motioned to appoint them as the Committee. Dan Karsten 2nd. Motion passed unanimously.
 - Put notification in Newsletter for Election in March.
 - Need it in Newsletter by Dec.5th - 90 days before election
- **Discussion and Vote on December Board Meeting**
 - Carolyn Dinger made a motion to cancel the December 24 Regular Board meeting. Susan Greer 2nd. Motion passed unanimously.

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- **Discussion on 2008 Annual Budget**
 - Andrew Jackson gave an update on the 2008 Budget process
 - Currently shows a \$90.00 increase per household. (\$7.75 per month)
 - Glenn asked for the Trustees to send any budget items that they wanted to put up for discussion to Andrew before the October 30 Annual Budget Meeting. Andrew would put those in a chart to make it easy to work with at the meeting
 - Glenn asked for a show of hands to show basic agreement with the budget as presented by Andrew. A majority of Trustees raised their hand showing agreement with the budget as presented.
- **Discussion on Office Manager Opening**
 - Mike Polk, Walt Bohn, Susan Greer, and Glenn Sommers will make up the base committee for handling the Office Manager Opening
 - Dan requested that Dennis be included as he headed up this process in 2006. Dennis stated that he would provide input from the last hiring process but could not actively participate due to being committed on a very large project at work.
 - Susan will handle getting ads in place: Put note in Newsletter, ask for candidates, put ads in Krenak printing, ad on website, etc
 - Walt and Glenn are working on rewriting the job description and processes to better define the job
 - Committee will meet to agree on job description before next board meeting

X. Adjournment

Motion was made by Mike Polk, Carolyn Dinger 2nd. Passed unanimously.
Meeting was adjourned at 9:47PM

Submitted by: *Maui Nugent* Date: 11-26-07

Approved by: *John* Date: 11-26-07