

# Deerfield Village Community Association

## Regular Board Meeting

August 25, 2008

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 Glenn Sommers called the meeting to order at 7:30p.m.

Trustees in attendance were : Glenn Sommers (President), Walt Bohn (Vice President), Steve Dornak (Treasurer), Sharyn Carpenter (Secretary), Marta Bott, Susan Greer, Mike Polk, and Marie Nugent. Carolyn Dinger was absent.

### **Determination of Quorum**

It was determined that a quorum had been formed. Carolyn Dinger gave her proxy to Glenn Sommers.

### **Approval of Minutes**

Regular May Board Meeting minutes – motion to approve minutes by Marta Bott with some minor changes in a board members name, from Steve Polk to Steve Dornak. Susan Greer 2<sup>nd</sup> passed unanimously.

Special Board Meeting minutes- motion to approve minutes by Susan Greer, Marta Bott 2<sup>nd</sup>, passed unanimously.

### **Residential Inquiries**

None

### **President's Report**

National Night Out is scheduled for Oct. 4<sup>th</sup> for DVCA. The Rec Center Committee and Security Committee are going to work together in getting this event organized.

There is a Trustee opening and needs to be filled by the September Board Meeting; applications are available.

The Members Communication Forum is on Monday September 15 to discuss the perimeter fence and "trash". Someone from Allied should be there to answer any questions.

### **Treasurer's Report**

A written report was received and given by Steve Dornak (see attached). The check register is now a part of the report.

### **Manager's Report**

School is back in session and things are quite in the office.

Working on updating all the addresses with HCAD and ACEMP.

Getting 3 people out for bids has been challenging.

All liens are done. Collecting write offs.

Work on updating the DVCA website; need to put controls and guidelines on advertisers.

A corrected list of Trustees has been sent to the auditor.

Visited Judge Yeoman's office for some deeds issues.

### **Standing Committee Reports**

#### **Deeds**

A written report was received and given by Deanna Miciotto.

Glenn read over the minutes from the special board meeting on deeds. The members wanted clarity on the minutes and the changes that came from that meeting.

There was a proposal for the board for a 10-day force mow letter; Susan Greer made a motion to table this proposal until the deeds committee had time to discuss the items in the special board meeting minutes; Steve Dornak 2<sup>nd</sup> the motion. Passed unanimously.

#### **Financial Services**

The financial services presented several proposals for the board to approve. The first two were for assessment write offs for 18085 Partridge Green and 18230 Knotty Green. Steve Dornak made the motion and Marta Bott 2<sup>nd</sup>, passed unanimously. The third was an assessment request: It stated all information sent from ACMP need to be approved

by the financial services committee and the board; no payments should be refused by ACMP unless it is approved by the office manager and that all correspondence sent to ACMP from homeowner needs to be forwarded to the office. Steve Dornak made the motion and Mike Polk 2<sup>nd</sup> the motion; passed unanimously.

Andrew Jackson is in the process of passing out the budget request to all the committees. Every committee should have their request in by October.

### **Landscape**

A written report was received and given by Jay Singleton.

There will be another schedule of tree cutting due to dead pine trees. Watering has gone down to once a week because of the broken pump. The committee will be working on a new landscaping contract. Started to work on 2009 budget.

### **Recreation**

A report was written and given by Peter Howell.

The adult party was canceled due to lack of ticket sales. The teen party was not a success, no one showed up. Will have teens plan next year's party.

There will be snow at the Christmas party this year, but with ½ the snow. The party was moved to a Sunday instead of a Saturday because of the cost of snow.

### **Security**

A written report was received.

The resident's night out will be in October and will partner up with the Recreation Committee.

### **Swim Pool**

The swimming pool committee was scheduled for Thursday, August 7<sup>th</sup>, but did not have a meeting for lack of quorum.

### **Tennis**

A report was received and given by Mark Tinne.

The committee will wait until the DVCA board decides on the rekeying of the courts. At that time they will vote on new locks. Re-surfacing is put on hold until May 2009.

### Community Services

There were three proposals for the board to approve, (1) Proposal for Re-keying (2) Air conditioner and (3) Proposal for light pole in rec center area. These proposals were tabled due to the fact there was not 3 bids for the Board to look at. Hope to get these proposals resolved by next month's DVCA board meeting.

There was another proposal for a Request from the National Charity League for use of Deerfield Facilities at no Charge. Susan Greer motioned to approve the proposal and Sharyn Carpenter 2<sup>nd</sup>; passed unanimously.

There was a reminder of the town hall meeting on September 15<sup>th</sup> to discuss the perimeter fence and trash pickup.

### Old Business

Walt Bohn is still working on some housecleaning updates to the DVCA By-laws.

### New Business

There was a proposal for troop 898 flag raising fundraiser. Walt Bohn made the motion to approve it Mike Polk 2<sup>nd</sup> the motion; passed unanimously. It will begin on November 11<sup>th</sup>, Veterans Day.

Volunteer Appreciation Event discussion was tabled for next month's meeting.

For next month's meeting the board needs to work on a preferred vendor list for: (1) electrician (2) Air Conditioning (3) Locks (4) News letter.

### Adjournment

Steve Dornak made the motion to adjourn at 9:08pm, Susan Geer 2<sup>nd</sup>; all passed.

Submitted by Sharyn Carpenter

Date: 9-22-08

Approved by [Signature]

Date: 9-22-08