

# MINUTES OF REGULAR BOARD MEETING

April 25, 2011

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 7:00pm.

Trustees in attendance were: Eric Toureilles (President), Larry Burkham (Vice President), Steve Dornak (Treasurer), Arthur McDanel (Secretary), Brent Burris, Bruce Bott, Amy Lacy, Hugh Hays and Marie Nugent.

## I. DETERMINATION OF A QUORUM

President Eric Toureilles determined that a quorum was present.

## II. APPROVAL OF MINUTES

Bruce Bott motioned to approve minutes as amended. The motion was seconded by Steve Dornak. The motion passed unanimously.

## III. RESIDENTIAL INQUIRIES

None

## IV. PRESIDENT'S REPORT

The President introduces the new trustees to the board and welcomed them. He recognized that all of the new trustees had signed the code of ethics and looked forward to working with everyone to improve the community. He then went on to discuss the quality of our community, mentioning are amenities, security and the desire to continue to make our community a great place to live. He also mentioned we have no operational concerns. Next the issue of graffiti was discussed and how it was being dealt with. There was also further discussion on the Harris County Flood Control Project, and plans were discussed to get an updated completion date from the county. Also notes was the low spots in the roadways in the community and a reminder that all residents need to report any low spots so that the county can deal with them.

## V. TREASURER'S REPORT

As of 01 April 2011, 94.3% of Assessments had been received. The community is great financial strength.

There have been changes made to the assessment invoice which will take effect in the next cycle. The changes were necessary to clarify the interest and penalties that will be assessed if the dues are not paid in full by the posted deadline. The assessment letters were last issued without approval of the finance committee and steps have been taken to assure that problem has been corrected.

## VI. MANAGER'S REPORT

The Office Manager reported that the swimming pool ID tags were coming along and were soon to be completed. Also noted was that the camera issue for the ID photos had been resolved.

## VII. STANDING COMMITTEE REPORTS

### A. TENNIS COMMITTEE

It was reported that we recently had played the team from The Houstonian at our facility and the team took first place. Players from there commented on how our facility was the nicest they had seen. The board recognized that was quite a compliment. Furthermore, in May the Tennis Committee will be replacing the windscreens on court one. It was also mentioned that the benches in the tennis area were more than 20 years old and the committee was seeking bids to replace them.

### B. FINANCIAL SERVICES COMMITTEE

Steve Dornak reported that the community insurance was due. The Committee chair sought bids and received one quote, which was comparable to the current rate, and coverage was continued with the current carrier for one more year. Eric Toureilles recommended that the insurance company come out and survey the property to verify that we are in compliance with the policy and that our coverage is adequate. Larry Burkhan also stated he would speak to the State Comptroller's office to resolve the issue of official checks from the state coming in addressed to a former board member which require signature for deposit. Also discussed was a request from the resident at 18326 Longmoor Dr. They requested the interest and penalties be removed from their account. The committee recommended not removing them and the Board supported their decision. A motion was made to issue a letter to the resident by Bruce Bott. Eric Toureilles seconded the motion and it carried unanimously.

### C. LANDSCAPE COMMITTEE

Two estimates were received for the work to be done by the patio homes at Heathersage and Deerfield Village Dr. Watts did a great job on the last project and the committee recommended they get the job to finish the work. Larry Burkham motioned and Bruce Bott seconded, the motion carried unanimously.

### D. RECREATION COMMITTEE

Peter Howell reported there were 57 people in attendance at the Wine Tasting and it was a great success. The Easter Egg hunt had over 150 in attendance and, despite some over-anxious "egg gathers", was also a great success. The Coffee and Do-nuts has been growing in attendance and the committee intends to continue it every Friday, except taking a break in the summer months.

### E. POOL COMMITTEE

Amy Lacy reported the pool committee reports there has been a great turnout for Pool ID tags. The committee reported that they have been unsatisfied with the cleaning job they have been getting from AB Pool Service. They felt that the pool was not being taken care of properly in the winter months and are planning to deduct the fees from the current

invoices for services they felt were not received. Also discussed was the consideration of the purchase of a sun shade for the open area on the north side of the pool.

#### E. COMMUNITY SERVICES COMMITTEE

Rick Johnson reported that he and other agree that the work done on the restrooms came out beautiful. The committee is next looking at plans to renovate the two kitchens in the recreation center. Repairs on the outside of the buildings are also needed, as well as painting and updating. He also commented that the tables by the pool that were recently re-painted by the pool committee looked great. Bids on the community mosquito control were requested and the decision was made to extend the current contract one more at the same rate. Also mentioned was the committee was beginning to gather information for a new community directory and the committee is still working on the lighting issues. They plan to have that resolved by the next meeting.

#### F. DEEDS COMMITTEE

The committee reported on property in violation. If is held by a bank in Florida. The board recommended the committee send a letter and attempt the have the violations addressed. At the committee meeting a tenant came to report issues with his neighbors on what he felt were violations. It was determined that this was a tenant, not the property owner, and the question came up, does a tenant have those rights. It was the opinion of the board that those rights can be assigned by the property owner and it was not known if that was the case in this circumstance. No letter was sent on the complaints and no further action will be taken on the matter. Eric Toureilles asked June Stuart (office manager) to put into the next news letter an explanation of the purpose and the process of the deeds committee, and that we should also include in the newsletter the numbers of letters and responses every month.

#### G. SECURITY

None

#### VIII. OLD BUSINESS

As was discussed in the Presidents Report, we need to update Harris County on the locations of low spots in the sidewalks and streets so they can be delt with.

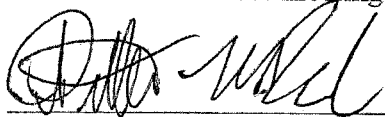
The Election Committee has new procedures to follow for future elections to simplify the process and eliminate errors. Eric Toureilles motions to adopt the new procedures, seconded by Amy Lacy. The Motion carried unanimously.

#### IX. NEW BUSINESS

Criteria, for the placement of volunteer memorials, in the common areas were discussed. Amy Lacy agreed to review the process and report back to the board at the next meeting. Eric Toureilles authorizes June Stuart to replace the out of date fire extinguishers in the recreation center and annex with new units. Eric Toureilles also noted that the flag was in disrepair and needed to be addressed. Arthur McDanel agreed to look into what needed to be done.

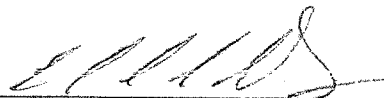
#### XI. ADJOURNMENT

Larry Burkham motioned to adjourn the meeting. Amy Lacy seconded and all voted in favor. Eric called the meeting adjourned at 8:40 pm.



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Submitted by: Arthur McDanel  
DVCA Trustee and Secretary



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Accepted by: Eric Toureilles  
DVCA Board President