

## **MINUTES OF REGULAR BOARD MEETING**

### **September 26, 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 7:05pm.

Trustees in attendance were: Eric Toureilles (President), Arthur McDanel (Secretary), Bruce Bott, Brent Burris, Stuart Cory and Amy Lacy. Trustees Marie Nugent and Larry Burkham were absent. Larry Burkham gave his proxy vote to Eric Toureilles, Marie Nugent and gave her Proxy vote to Arthur McDanel.

#### **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 Brent Burris. The motion passed unanimously.

#### **III. RESIDENTIAL INQUIRIES**

None

#### **IV. PRESIDENT'S REPORT**

Eric Toureilles opened by welcoming Stuart Cory and Louis Carpenter to the Board of Trustees. Stuart Cory was seated as a Board Trustee. Eric Toureilles thanked Boy Scout Troop 120 and Pack 1135 for helping gather supplies to help the victims and firefighters of the recent wildfires. They gathered thousands of items that were distributed to those in need. Lastly, he discussed the sub-committee which was created to explore adding exercise stations along the greenbelt. Committee is compromised of Trustee, Amy Lacy, Eric Toureilles and Neal Polansky with MUD 136. The committee assisted with gathering information from the different manufacturers and selecting the most appropriate equipment and placement locations for eight stations. A neighborhood resident and fitness expert was solicited for input in equipment selection. MUD 136 has generously and tentatively agreed to absorb the capital cost of the equipment, \$12,000, if the Board agrees to pay for the installation estimated to be \$1,000. The committee is still gathering information and the committee will be ready to make a recommendation once all of the information is collected. Eric Toureilles motioned the Board to approve spending funds up to \$1000 for installation of the equipment, pending final approval. The motion was seconded by Arthur McDanel. The motion passed unanimously. Also discussed was the choice of colors, which will be discussed when the process is further along.



#### V. TREASURER'S REPORT

As of September 1, 2011, 97.7% of Assessments had been received. The community is excellent shape. Collections are ahead of the previous year and if we continue this way we will continue to be in strong financial shape.

#### VI. MANAGER'S REPORT

The Office Manager reported that she recently has turned away residents who have come in seeking Notary services for certain Insurance Claims and Legal documents. The residents were advised to seek a Notary who is more familiar with those documents. The Office Manager offers her Notary services to residents for free, but will only notarize documents that she is comfortable.

#### VII. STANDING COMMITTEE REPORTS

##### A. FINANCE COMMITTEE

The Finance Committee welcomes new member, Kay McGuire to the Committee. The Committee lost one member to work commitments and another will resign in December. The Community is in good financial shape. Our finances are in line with budget, and we are looking like we are going to have a \$70,000 surplus. The Committee is also switching the accounting from accrual to cash basis. Preliminary budgets have been received from the committees and everything seems to be in order. Assessments are projected to rise by 2%.

Community Services does not have the reserves necessary to afford the work needed to the Rec Center and that issue is still being addressed. Also, a resident who is a Civil Engineer has volunteered to calculate an approximate repair cost for the streets in the patio homes area so the budget can be adjusted to compensate for that future cost. The October meeting has been re-scheduled to the second Tuesday of the month for October.

##### B. LANDSCAPE COMMITTEE

The Committee presented a proposal to add wood fiber to the playgrounds. The committee received estimates from two vendors and decided to go with All Play. The materials will be delivered only for \$4292, and Green Masters agreed to spread it for \$1000. The committee asked that the funds be taken out of their reserves. The materials are expected to last 5 years. There are some additional projects the committee is working on but the funding will not be coming from the reserves. Brent Burris motioned to approve minutes as amended. The motion was seconded by Bruce Bott. The motion passed unanimously.

Eric Toureilles motioned for a break from the agenda to discuss the issue of the increasing water cost. The motion passed unanimously. In August, we had a water cost of \$2178. Changes were made to the sprinkler times to help reduce the cost. In addition several leaks were identified and repaired, and the current bill reflects a \$712 savings. The Board recommends that the sprinkler times remain as they are currently programmed. Eric Toureilles also contacted MUD 136 to verify that there were no leaks



on their side and that all of the meters were functioning properly. It was found that there were no additional leaks and all of the meters were functioning.

The Board returned to the agenda.

#### C. TENNIS COMMITTEE

The committee voted that they do not want to collect any money from non-residents for use of the facilities. The Board commented that those funds would be for the Committee to spend, so the board has no position on the Committee collecting funds or not. The committee wants to purchase two new benches \$643. Nan Pye also announced that she will be resigning from the committee after 26 years of service at the end of this year. The board thanked her for her service.

#### D. DEEDS COMMITTEE

Brent Burris presented the report for the committee. The finance committee had questions regarding how and when the residents can be charged for legal services. Clarification is needed and a change in policy may be required. The Board recommended that these questions be answered by the Attorney.

#### E. RECREATION COMMITTEE

The committee reported the Chili cook-off was a success, and that there are additional events coming up, such as Octoberfest, Music on the Green and Fall Garage Sale. The committee is also planning on putting items that have been in storage that are no longer used and needed in the garage sale. The garage sale is projected to be a money loser because of the up-front costs and expected low participation. The Children's Halloween Party will be on the 31<sup>st</sup>, from 5:30 to 6:30 and the Rec. Center.

#### F. POOL COMMITTEE

None

#### G. SECURITY COMMITTEE

None

#### H. COMMUNITY SERVICES

None

### VIII. OLD BUSINESS

The water costs were discussed earlier in the meeting.

### IX. NEW BUSINESS

Eric Toureilles announced that the Board members would be dividing into groups to work on new policies, along with the Committees, to comply with the recent legislation. These policy changes need to be ready to go into effect by the first of the year.

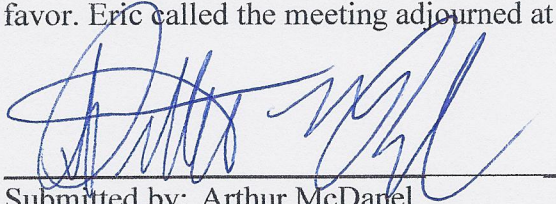
### X. EXECUTIVE SESSION

Eric Toureilles motioned to go into Executive Session at 8:12. The motion was seconded by Bruce Bott. The motion passed unanimously.

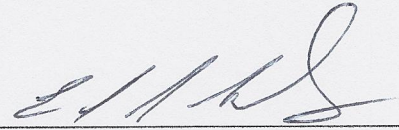


XI. ADJOURNMENT

Eric Toureilles motioned to adjourn the meeting. Brent Burris seconded and all voted in favor. Eric called the meeting adjourned at 8:31 pm.

A large, stylized handwritten signature in blue ink, likely belonging to Arthur McDanel, written over a horizontal line.

Submitted by: Arthur McDanel  
Secretary

A smaller, more compact handwritten signature in blue ink, likely belonging to Eric Toureilles, written over a horizontal line.

Accepted by Eric Toureilles  
DVCA President