

Deerfield Village Community Association

MINUTES OF REGULAR BOARD MEETING

January 22, 2018

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 7:01 PM.

Trustees in attendance were Eric Toureilles (President), Mark Klodzinski (Vice President), Bruce Bott (Secretary), Brent Burris, Louis Carpenter, Dave Flick, Geri Hudson and Doug Landry.

I. DETERMINATION OF A QUORUM (6 required)

Eric Toureilles determined there was a quorum.

II. APPROVAL OF MINUTES

After a review, Brent motioned to approve the December 1st Board Meeting minutes as submitted. The motion was seconded by Louis and passed unanimously.

After a review, Brent motioned to approve the December 13th Special Board Meeting minutes as submitted. The motion was seconded by Eric and passed unanimously.

III. RESIDENTIAL INQUIRIES

- A. A resident addressed the Board over a letter he received from the Deeds Committee advising him to halt construction on the batting cage he is constructing in his backyard. He expressed a willingness to potentially modify the structure, and noted that there are similar style and size nets surrounding trampolines and some tall play structures in the neighborhood. The Board will address this matter in the future as there was no information on this issue from the Deeds Committee in the Board meeting packet.

IV. PRESIDENT'S REPORT

- A. Eric welcomed all to the first Board meeting of 2018 and expressed best wishes to all for the new year.
- B. There will be significant sidewalk construction around the Rec Center and nearby greenbelt. The old concrete will be crushed and used to fix sink holes in the common areas.
- C. The Rec Center and pool facilities did sustain some freeze damage in the recent cold weather. Will need to investigate how to provide locks on the water valves to the Annex and water fountains.

V. TREASURER'S REPORT

None.

VI. MANAGER'S REPORT

Tina noted the following items:

- a) The 2018 mosquito control contract has been forwarded to the Community Services Committee for further action.
- b) Approximately 400 security access cards have been issued.
- c) Approximately 125 tennis court keys have not been returned.
- d) A Deerfield Talent Show will be held in the Clubhouse on January 27th at 7:00 PM.
- e) Tickets are now on sale for the Adult Social.
- f) Garage Sale sign-up will start on February 12th.
- g) An updated form for renting the Club House and Annex was presented to the Board for review. After some discussion Eric motioned to approve the new form. Bruce seconded and the motion passed unanimously.
- h) The graffiti on Randall's fence has been addressed. New graffiti on the basketball court will be handled.

VII. STANDING COMMITTEES

A. Community Services Committee

No meeting held in January.

The Assistant Office Manager has volunteered to do a new hardcopy directory for Deerfield. Rick will be asked to supply her with his info from prior directories.

Feedback on the Clubhouse acoustics is that the panels have made an improvement, but more efforts may be required.

B. Swim Pool Committee

The January meeting did not have a quorum so no vote was held on Committee positions.

The pool re-plaster project is essentially complete. Some minor calking work remains and will be completed weather permitting.

A pre-season walk-through was done and the committee will consider replacing some furniture along with gate and fence repairs.

The bathroom repairs approved at the end of 2017 will begin in February.

C. Deeds Committee

After some discussion, Brent motioned to approve sending a letter to the property on Widcombe advising them of the plans for a force mow, trim and clean-up. Mark seconded and the motion passed unanimously.

D. Security Committee

The Committee voted Glenn Sommers as chairperson and Phil Lanham as vice-chair. Bruce motioned to approve these Committee positions. Eric seconded and the motion passed unanimously.

SEAL has expressed concern about alleged widespread distribution of their monthly and incident reports and has requested DVCA to sign an indemnification agreement. The committee recommends not signing such an agreement. Eric motioned to maintain the current practice of limited distribution of SEAL reports to Board and Security Committee members only, and reminded all that they are not to be forwarded to other individuals. Brent seconded and the motion passed unanimously.

E. Landscape Committee

No report. Needs more members.

Eric motioned to approve the additional expenditure of \$980 to color the new concrete used in the sidewalk repairs so that it matches the existing sidewalks. Doug seconded and the motion passed unanimously.

F. Financial Services Committee

The Committee voted Bill Lessels as chairperson and Mike Feeney as vice-chair. Eric motioned to approve these Committee positions. Geri seconded and the motion passed unanimously.

The Committee reported that DVCA had \$313,000 in unencumbered cash at the end of 2017. An initial analysis indicates that 2017 had below budget spending and better than average collections.

The committee is considering moving its meetings to the daytime and will discuss this in their February meeting.

G. Tennis Committee

No meeting. No report.

H. Recreation Committee

The Deerfield Men's Group continues to look for opportunities to improve the subdivision. They will do a perimeter trash clean-up on January 25th at 10:30 AM.

Several meeting attendees and Board Members complemented the committee on the successful Snow Day in December.

VIII. OLD BUSINESS

A. Treasurer position

Brent agreed to take the DVCA Treasurer position. Eric motioned to appoint Brent as DVCA Treasurer. Mark seconded and the motion passed unanimously

B. DVCA Elections Committee updates.

- Meeting held Jan 15th. All attended.
- Glenn provided overview of voting process, applicable state laws and items that needed to be resolved.
- Alan raised some shortcomings in current/planned process
- Agreed to meet on Jan 22 to seed the names on the ballot.
- Issued an email to the applicants advising them of the Jan 22nd meeting and welcoming them to attend along with their right to appoint an observer to view the vote count and the process around conducting a recount.
- Drafting statement about rules that govern the vote and description of the process, including use of a proxy. Statement to be published prominently in the February newsletter, on the website and outside of the office.
- Alan working to obtain seals and a ballot box from the county clerk.
- The Committee will continue post-election to document the process involved in conducting the DVCA election for use by future election committees.

IX. NEW BUSINESS

A. WHCRWA proposal approval

WHCRWA has submitted an offer to pay DVCA \$24,000 to add a second water pipeline into their existing easement in the north end of the subdivision. After some discussion Eric motioned to accept the proposal, provided they add a statement assuring the replacement of the sidewalk. Bruce seconded and the motion passed unanimously.

B. Special Meeting in February for vacancy

This is to fill the vacant Board position that expires in 2020. This matter will be tabled until after the DVCA election.

C. Code of Ethics for all Deerfield Committees

The Board supports this idea and asks all of the committee representatives to discuss this idea with their committee members and report any feedback.

An item will be added to the February meeting agenda to form a sub-committee to review the DVCA By-Laws and propose changes.

D. Proposal to have legal counsel present at all DVCA meetings.

Further discussion required. Will investigate having a primary and secondary legal counsel. Mike Feeney has some contacts for firms that specialize in subdivision management and will forward that information to the Board.

- E. Proposal to change Trustee Code of Ethics to include a period of 10 days that the matter should be addressed.

This item will be tabled pending the outcome of the By-Laws review.

- F. Proposal to create a policy where all Board complaints be addressed within 10 days.

This item will be tabled pending the outcome of the By-Laws review.

- G. Annual Meeting date reschedule proposal due to Spring Break.

In order to avoid potential conflicts with travel and not having a quorum, Bruce motioned to move the DVCA Annual Meeting to March 20th. Eric seconded and the motion passed unanimously.


X. EXECUTIVE SESSION

At 9:43 PM Eric made a motion to go into Executive Session to discuss Deeds issues. The motion was seconded by Louis and passed unanimously. The session ended at 10:31 PM. Discussions during the session centered on Deeds issues and the potential for a perimeter fence subcommittee.

XI. ADJORNMENT

Eric motioned to adjourn the meeting. Brent seconded and the motion passed unanimously. Eric called the meeting adjourned at 10:32 PM.


Submitted by: Bruce Bott
DVCA Secretary


Accepted by: Eric Toureilles
DVCA President