

Deerfield Village Community Association

MINUTES OF REGULAR BOARD MEETING

May 29, 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 7:03 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice President), Bruce Bott (Secretary), Chris Saldana (Treasurer), Louis Carpenter, Dave Flick and Geri Hudson. David Olivo did not attend and did not provide a proxy.

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 April 23rd Board Meeting minutes as submitted. The motion was seconded by Eric and passed unanimously.

III. RESIDENTIAL INQUIRIES

A. None.

IV. PRESIDENT'S REPORT

Eric reported the following:

- A. Front-page articles in upcoming issues of the Deerfield newsletter will focus on the Deeds Committee and our protective covenants, and the Security Committee.
- B. Eric will host a pickle ball information session at the Rec Center 4:00 – 9:00 PM on June 24th.
- C. June 1st is the last day of school. Residents are reminded to watch out for increased activity in the neighborhood, especially when driving.
- D. The deer statues have been refurbished and re-installed at the Rec Center. Special thanks to Jay Singleton for his work on this project.
- E. A Happy Father's Day is extended to all Deerfield dads.

V. TREASURER'S REPORT

None.

VI. MANAGER'S REPORT

Tina noted that pool tags will be needed to access the pool beginning June 4th.

VII. STANDING COMMITTEES

A. Deeds Committee

The Committee is functioning well. An extensive article will be in the June newsletter describing how the committee works and the importance of our protective covenants.

Tina confirmed that new residents are provided information on the protective covenants in the neighborhood welcome package.

B. Landscape Committee

The Committee submitted a proposal for spring planting and noted that they were working some options to reduce the cost. Bruce motioned to approve the proposal with a cost not to exceed \$6,184.75. Geri seconded, and the motion passed unanimously.

The Committee will seek proposals for redesigning and reworking the Clay Road entrance. Any resulting work will likely be a 2019 project.

C. Security Committee

The Committee has asked HCSO to increase patrols in the neighborhood to monitor for speeding.

There has been another incident with an ATV being driven on the greenbelt. This one involved Cy-Fair police as the vehicle was also on the Wilson Elementary campus.

Work continues on updates to the Committee policies.

D. Recreation Committee

The Memorial Day party was a great success and planning is now in progress for the July 4th event. Music on the Green will be on June 2nd.

The Committee is seeking additional members.

E. Financial Services Committee

Collections stand at 95.8%, slightly below the same time last year. There are currently 20-25 homes that have not paid their 2018 assessment. 30-day demand letters have been issued and 16 liens are in progress.

The budget is in good shape, and the Committee is waiting on the Board's direction on using a 2-year versus 3-year term to start the lien process for non-payment of annual assessments.

F. Swim Pool Committee

The Committee reports good progress on the planned repairs to the pool, equipment and facilities.

Harris County is starting a new program to inspect and permit subdivision pools. The Deerfield pool will be inspected on May 30th.

A party will be held at the pool on June 9th to recognize the 40th anniversary of the Deerfield Dolphins Swim Team.

G. Tennis Committee

Discussions continue on the rules for reserving courts.

The gate/lock on courts 1&2 needs repair.

H. Community Services Committee

Per Committee meeting notes.

It was noted that the volleyball court needs maintenance. This was referred to the Recreation Committee.

Eric reminded all of the Trustees that they are expected to attend the meetings of the Committees they are assigned to, and to arrange for another Trustee to attend if they have a conflict with a meeting.

VIII. OLD BUSINESS

A. Widcombe House Update

The Deeds Committee has voted to defer all actions on this house to the DVCA Board.

The Harris County Health Department has posted a second tag on the home due to additional violations and served notice to the homeowner. The Board will continue to work with the Health Department on this issue and will look to see if the Texas Commission on Environmental Quality should be involved.

B. 2018 Election Committee Report and Recommendations

The Committee has finalized the documentation on the Election Process, Voting Process, Office Manager Duties, Election Chair & Committee Duties and Ballot Handling and Counting Process, and drafts of potential changes to the By-laws. These documents will be assembled in a manual for use by future committees and will be posted on the website.

The Committee submitted its recommendations to the Board (See Attachment I). After some discussion, Eric motioned to accept all of the recommendations and considerations. Geri seconded, and the motion passed unanimously.

IX. NEW BUSINESS

A. Proposed New Policies (See Attachments II and III)

After some discussion, Louis motioned to approve the Social Media Policy. Brent seconded, and the motion passed unanimously.


After some discussion, Chris motioned to approve the policy prohibiting private garage sales. Louis seconded, and the motion passed unanimously.


X. EXECUTIVE SESSION

At 9:05 PM Eric made a motion to go into Executive Session to discuss a financial issue involving a resident. Chris seconded, and the motion passed unanimously. The session ended at 9:40 PM. Discussions during the session were informational in nature and did not require a vote of the Board.

XI. ADJORNMENT

Eric motioned to adjourn the meeting. Brent seconded, and the motion passed unanimously. Eric called the meeting adjourned at 9:41 PM.


Submitted by: Bruce Bott
DVCA Secretary


Accepted by: Eric Toureilles
DVCA President

DVCA 2018 Election Committee - Recommendations to the Board

From the 2018 DVCA election experience, the Election Committee recommends the following actions be taken by the DVCA Board of Trustees:

- 1. Form the Election committee earlier (September) so that they have ample time to organize the election. (Change required to By-Laws)**

This will allow the Committee time to familiarize themselves with the election process documentation, publicize election information in the newsletters, etc.

- 2. Expand the committee/group to be five persons. This is needed to run the adopted validation & counting process. (Change required to By-Laws)**

Committee Chair - Elected from & by DVCA Board, voting member

Committee Vice-Chair - volunteer NOT on DVCA Board, voting member

Member from DVCA Board - volunteer from DVCA Board, voting member

Committee Administrator - normally DVCA Office Manager, non-voting member

Committee Observer - volunteer NOT on DVCA Board, non-voting member

- 3. Establish by DVCA policy a distance limit (100 feet) for campaigning/electioneering in relation to the polling site.**

In addition to the above, the DVCA Board may want to consider:

- Moving the dates for the Trustee Election and Annual Meeting of the Members to avoid conflicts with Spring Break.
- Providing a separate room (small meeting room) for casting ballots. (This would prevent interruptions to the Office Manager's duties but would require separate staffing.)
- Expand the voting hours to include at least one evening (5 - 8 PM).

Bruce Bott

2018 DVCA Election Committee Chair

Attachment II

DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC.

4045 Deerfield Village Drive

Houston, Texas 77084

Telephone No. 281.463.2624 / Fax No. 281.463.7679

Email: deerfield4@sbcglobal.net

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

PROPERTY OWNERS' ASSOCIATION'S SOCIAL MEDIA POLICY
(applicable to Association Directors/Trustees, Committee Members and Employees)

- I. The name of the Subdivision(s) is/are DEERFIELD VILLAGE and DEERFIELD VILLAGE PATIO HOMES.
- II. The name of the Association is DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (a Texas Non-Profit Corporation, sometimes referred to herein as the "Association").
- III. The recording data (i.e., Map or Plat reference) for each Section of the Subdivision, recorded in the Map or Plat Records of Harris County, Texas, is as follows:

Deerfield Village, Section One	-	Clerk's File No. E565236;
Deerfield Village, Section Two	-	Clerk's File No. E824180;
Deerfield Village, Section Three	-	Clerk's File No. G961226;
Deerfield Village, Section Four	-	Clerk's File No. F761973;
Deerfield Village, Section Five	-	Clerk's File No. J123883;
Deerfield Village, Section Six	-	Clerk's File No. M276167;
Deerfield Village, Section Eight	-	Clerk's File No. L792807;
Deerfield Village Patio Homes, Section One	-	Clerk's File No. E807466;
Deerfield Village Patio Homes, Section Two	-	Clerk's File No. H029605; and
Deerfield Village Patio Homes, Section Three	-	Clerk's File No. J551385.
- IV. The recording data for the Protective Covenants or Declarations (i.e., Deed Restrictions) for each Section of the Subdivision, recorded in the Official Public Records of Real Property of Harris County, Texas, is as follows:

Deerfield Village, Section One	-	Volume 229, Page 1;
Deerfield Village, Section Two	-	Volume 237, Page 44;
Deerfield Village, Section Three	-	Volume 256, Page 31;
Deerfield Village, Section Three Replat	-	Volume 290, Page 50;
Deerfield Village, Section Four	-	Volume 257, Page 13;
Deerfield Village, Section Five	-	Volume 306, Page 136;
Deerfield Village, Section Six	-	Volume 343, Page 40;
Deerfield Village, Section Eight	-	Volume 308, Page 146;
Deerfield Village Patio Homes, Section One	-	Volume 235, Page 124;

Deerfield Village Patio Homes, Section Two - Volume 243, Page 142; and
Deerfield Village Patio Homes, Section Three - Volume 243, page 149.

V. RATIONALE FOR ASSOCIATION'S SOCIAL MEDIA POLICY:

- a) When an Association representative either initiates or responds to any communication on social media, it is possible that the recipient (as well as others who read the post) may misinterpret the comment as a formal Association position.
- b) Social media has become a prevalent means of communication in today's society.
- c) The Association offers a website, newsletter, message board and frequent email blasts to its residents, which is the official channels of communication.
- d) Social media websites are not a place for residents to discuss an issue, as it excludes many of the Association representatives.

VI. SOCIAL MEDIA POLICY: The following Association Social Media Policy was approved by at least a majority vote of the Board of Directors of Deerfield Village Community Association, Inc. (the "Board"), at a duly called Meeting of the Board held on the 29 day of May, 2018, at which Meeting a quorum was present:

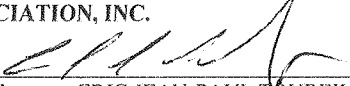
Based on multiple rationale, including but not limited to the rationale listed in paragraph "V" above:

- 1. An Association Director (or Trustee), Committee Member, and Employee (together sometimes referred to herein as "Association Representatives") cannot communicate on any social media platform to discuss Association business (confidential or not), unless each specific communication is approved in advance and in writing by a majority vote of the Board of Directors.
- 2. Exceptions to this rule would be Community events, items already published in the Newsletter, or communications by the President in the event of an unusual event, such as a flood, hurricane, drought, safety and security, etc.. Posts should be set to disable commenting, if possible.
- 3. Communications by Association Representatives on social media sites that do not pertain to Association business, or to business affecting the Deerfield Village Community, are permitted, but discouraged, as Association Members could interpret these expressed opinion(s) as being that of the Association. Therefore, the Association requires that any Association representative include a disclaimer on any social media post clearly advising that the opinion expressed is his or her own personal opinion and does not reflect the Association's views.

CERTIFICATION

"My name is ERIC JEAN-PAUL TOUREILLES. I am fully competent and authorized to make this Affidavit. I have personal knowledge of the facts stated herein, and they are all true and correct. I am the President of DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (the "Association," a Texas Non-Profit Corporation). I hereby certify that the foregoing Association Social Media Policy was adopted by at least a majority of the Association's Board of Directors, and such Association Social Media Policy has never been modified or repealed, and is now in full force and effect."

**DEERFIELD VILLAGE COMMUNITY
ASSOCIATION, INC.**

By: 
Printed name: ERIC JEAN-PAUL TOUREILLES
Office Held: President

ACKNOWLEDGMENT

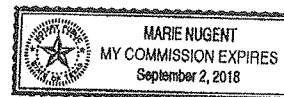
THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared ERIC JEAN-PAUL TOUREILLES, President of DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (the "Association," a Texas Non-Profit Corporation and a Texas property owners' association), known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that he executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 30 day of MAY, 2018.


**NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS**

After recording, return to:
Deerfield Village Community Association, Inc.
4045 Deerfield Village Drive
Houston, Texas 77084



Deerfield Village Community Association, Inc. / Association Social Media Policy

Attachment III

DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC.

4045 Deerfield Village Drive

Houston, Texas 77084

Telephone No. 281.463.2624 / Fax No. 281.463.7679

Email: deerfield4@sbcglobal.net

THE STATE OF TEXAS §

§

COUNTY OF HARRIS §

PROPERTY OWNERS' ASSOCIATION'S POLICY

PROHIBITING GARAGE SALES AT INDIVIDUAL RESIDENCES

- I. The name of the Subdivision(s) is/are DEERFIELD VILLAGE and DEERFIELD VILLAGE PATIO HOMES.
- II. The name of the Association is DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (a Texas Non-Profit Corporation, sometimes referred to herein as the "Association").
- III. The recording data (i.e., Map or Plat reference) for each Section of the Subdivision, recorded in the Map or Plat Records of Harris County, Texas, is as follows:
- | | | |
|--|---|-------------------------------|
| Deerfield Village, Section One | - | Clerk's File No. E565236; |
| Deerfield Village, Section Two | - | Clerk's File No. E824180; |
| Deerfield Village, Section Three | - | Clerk's File No. G961226; |
| Deerfield Village, Section Four | - | Clerk's File No. F761973; |
| Deerfield Village, Section Five | - | Clerk's File No. J123883; |
| Deerfield Village, Section Six | - | Clerk's File No. M276167; |
| Deerfield Village, Section Eight | - | Clerk's File No. L792807; |
| Deerfield Village Patio Homes, Section One | - | Clerk's File No. E807466; |
| Deerfield Village Patio Homes, Section Two | - | Clerk's File No. H029605; and |
| Deerfield Village Patio Homes, Section Three | - | Clerk's File No. J551385. |
- IV. The recording data for the Protective Covenants or Declarations (i.e., Deed Restrictions) for each Section of the Subdivision, recorded in the Official Public Records of Real Property of Harris County, Texas, is as follows:
- | | | |
|--|---|-----------------------|
| Deerfield Village, Section One | - | Volume 229, Page 1; |
| Deerfield Village, Section Two | - | Volume 237, Page 44; |
| Deerfield Village, Section Three | - | Volume 256, Page 31; |
| Deerfield Village, Section Three Replat | - | Volume 290, Page 50; |
| Deerfield Village, Section Four | - | Volume 257, Page 13; |
| Deerfield Village, Section Five | - | Volume 306, Page 136; |
| Deerfield Village, Section Six | - | Volume 343, Page 40; |
| Deerfield Village, Section Eight | - | Volume 308, Page 146; |
| Deerfield Village Patio Homes, Section One | - | Volume 235, Page 124; |

Deerfield Village Patio Homes, Section Two - Volume 243, Page 142; and
Deerfield Village Patio Homes, Section Three - Volume 243, page 149.

V. RATIONALE FOR POLICY PROHIBITING GARAGE SALES AT INDIVIDUAL RESIDENCES:

- a) The Protective Covenants/Declarations for the various Sections within the Association's jurisdiction generally provide, in pertinent part as follows: (i) no business activity, for profit or not, shall be permitted on any Lot; (ii) no noxious or offensive activity of any sort shall be permitted; and (iii) no signs are permitted to be displayed except one (1) For Sale or Rent sign advertizing a residence for sale or rent.
- b) Garage sales are generally commercial or business in nature;
- c) Garage sales at individual residences increase traffic into the community and incoming vehicles congest the streets and often are parked so as to block the street(s), thereby preventing ingress/egress for emergency vehicles, as well as preventing ingress/egress for passenger vehicles.
- d) The influx of traffic caused by individual residence garage sales increases the likelihood of vehicular and pedestrian accidents.
- e) Garage sales are generally advertized with signs posted in esplanades, yards, green belts and other areas within the Deerfield Village Community, and not permitted.
- f) The Association offers a community-wide garage sale (up to 2 per calendar year) at which a homeowner may hold a sale at their property or approved area. At such a community-wide garage sale, the Association will pay for security and traffic control.

VI. POLICY PROHIBITING GARAGE SALES AT INDIVIDUAL RESIDENCES: The following Association Policy Prohibiting Garage Sales was approved by at least a majority vote of the Board of Directors of Deerfield Village Community Association, Inc. (the "Board"), at a duly called Meeting of the Board held on the 29 day of May, 2018, at which Meeting a quorum was present:

Based on multiple rationale, including but not limited to the rationale listed in paragraph "V" above, any and all GARAGE SALES at any time for any duration at any individual residence(s), including single-family detached residences and patio home residences, ARE EXPRESSLY PROHIBITED in Deerfield Village, Sections One, Two, Three, Four, Five, Six and Eight, and Deerfield Village Patio Homes, Sections One, Two and Three, with exception to a Community Garage sale, approved by the Association and open to all Members .

- a) The Community Garage Sale date/time will be determined by the DVCA Board of Directors, and there is typically one in Spring, and a 2nd sale in Fall.
- b) The Association will assess a nominal fee to participate, in order to cover cost of security, traffic control, advertising and any other administrative costs. Member must not be delinquent on their Annual dues.

CERTIFICATION

"My name is ERIC JEAN-PAUL TOUREILLES. I am fully competent and authorized to make this Affidavit. I have personal knowledge of the facts stated herein, and they are all true and correct. I am the President of DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (the "Association," a Texas Non-Profit Corporation). I hereby certify that the foregoing Association Policy Prohibiting Garage Sales was adopted by at least a majority of the Association's Board of Directors, and such Association Policy Prohibiting Garage Sales has never been modified or repealed, and is now in full force and effect."

**DEERFIELD VILLAGE COMMUNITY
ASSOCIATION, INC.**

By: 

Printed name: ERIC JEAN-PAUL TOUREILLES

Office Held: President

ACKNOWLEDGMENT

THE STATE OF TEXAS §

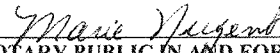
§

COUNTY OF HARRIS §

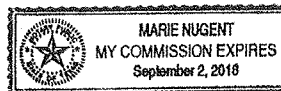
§

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared ERIC JEAN-PAUL TOUREILLES, President of DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (the "Association," a Texas Non-Profit Corporation and a Texas property owners' association), known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that he executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 30 day of MAY, 2018.


**NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS**

After recording, return to:
Deerfield Village Community Association, Inc.
4045 Deerfield Village Drive
Houston, Texas 77084



Deerfield Village Community Association, Inc. / Association Policy Prohibiting Garage Sales

12