

Deerfield Village Community Association

MINUTES OF REGULAR BOARD MEETING

May 26, 2020

The regular meeting of the Board of Trustees of the Deerfield Village Community Association was held via conference call in order to minimize risks from the on-going Covid-19 pandemic. The dial-in number and access code were provided for all Board Trustees, Committee Members and Residents in the published meeting agenda. President Eric Toureilles called the meeting to order at 7:01 PM.

Trustees in attendance were Eric Toureilles (President), Brent Burris (Vice President), Bruce Bott (Secretary), Dave Flick, Terry Gray, John Murphy, Bob Shortle and Kristine Spiller. All Trustees and participants attended via conference call. The Trustee position of Treasurer is currently vacant due to the resignation of Chris Saldana.

I. DETERMINATION OF A QUORUM (6 required)

Eric determined there was a quorum. Trustees introduced themselves to the crowd.

II. APPROVAL OF MINUTES

After a review, Kristine motioned to approve the April 27th Board Meeting minutes as submitted. The motion was seconded by Brent and passed unanimously.

III. RESIDENTIAL INQUIRIES

- A. A Committee member asked if DVCA could support the use of Zoom for conducting meetings via video conference. Eric stated that DVCA could make a Zoom account available for meetings, but noted that some Committee members have already advised that they can't or won't support video meetings.

IV. PRESIDENT'S REPORT

A. Eric reported the following:

- a) New signs have been posted at Deerfield facilities for current Covid-19 restrictions and guidelines.
- b) Most DVCA amenities are open, some with restrictions.
- c) Thanks to the Deeds Committee members and the office staff for handling the exceptional number of Architectural Approval submittals.
- d) The Deerfield garage sale will be held on June 13th. Residents can register and pay the fee on the website

V. VOTE TO FILL VACANCY OF CHRIS SALDANA, TERM ENDING IN 2021

A. Three residents have volunteered to fill the current Board vacancy created by the resignation of Chris Saldana. The position term will expire in 2021. All Trustees confirmed receipt of the applications.

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|------|---|---------|
| i. | Eligible candidate #1 - Eric Anderson | 0 votes |
| ii. | Eligible candidate #2 - Bill Potscavage | 8 votes |
| iii. | Eligible candidate #3 - John Devine | 0 votes |

Eric welcomed Bill Potscavage to the Board.

VI. MANAGER'S REPORT

A. Catherine reported the following:

- a) The office staff has been very busy with AA's.
- b) 87 residents have signed-up for SAYOR. An updated waiver must be signed in order to participate in the program.
- c) The office activities are working well with the new sneeze-guard in place.

VII. STANDING COMMITTEES

A. Swim Pool Committee

a. Pool schedule and updates due to Covid-19 regulations - The Committee reported that they are working closely with AB Pools toward an opening in June. Several new protocols will be in place including:

- Residents only, no guests
- Pool use will require signing a waiver. The lifeguard will check a list before allowing access to the pool.
- Residents must bring their own furniture for the deck. No pool toys or floats will be allowed.
- A maximum of 15 people will be allowed in the pool during the week (one guard up) and a maximum of 40 on weekends (two guards up).

The Committee emphasized that the new protocols are a work in progress and will be modified to best fit the situation at the pool. Residents are urged to access the Deerfield website for the latest pool information.

- b. Two former Committee members stated that in the past the maximum number of people in the pool for only one guard was 25-30. This Committee will ask AB Pools about this matter.

B. Recreation Committee and YES Subcommittee

- a) Garage Sale - Will be held on June 13th. Approximately 40 residents have signed-up. The Boy Scouts are unavailable to post parking signs. Two constables will monitor traffic.
- b) The Committee is working to organize Music on the Green for the evening of June 13th.
- c) The Committee is maintaining awareness of the changing Covid-19 pandemic situation and government guidelines in planning future events.
- d) Until June 10th the Committee will continue to meet by phone.
- e) A parade for Deerfield graduating seniors is planned for June 5th at 7:00 PM.

C. Financial Services Committee

- a) The DVCA is in good financial shape and under budget for both the month and the year. 2020 assessment collections are approximately 1.6% below the collection level at the same time last year. There are concerns about the number of late assessment payments and the increase in payment plans.
- b) The working relationship with CMS is going well.
- c) 30 payment plans have been initiated so far this year. There are 9 active referrals to the attorney. Two properties could be posted for a constable sale. This will require further discussion and Board approval to proceed.

D. Tennis Committee

- a) Resurfacing of courts 1&2 will begin June 1st and will take 3 days.
- b) The Committee will look into new wind screens at the next meeting.
- c) The courts are open and players are striving to practice social distancing

E. Landscape Committee

- a) The planting of Spring flowers has been completed, along with the removal of a diseased tree near the basketball court.
- b) The Committee was asked about grinding stumps on the common areas. This work was just recently undertaken.

F. Security Committee

- a) No reported issues.

G. Deeds Committee

- a) No significant issues for Board action.
- b) Thanks were expressed to the Committee for handling the large volume of AA submittals.

H. Community Services Committee

- a) No report.

I. Election Committee

- a) The Committee will meet again on May 27th to finalize plans for the Trustee election. The election is now scheduled to be held June 23 – 27.
- b) Planning is on-going for a meet-the-candidates event.

J. Fence Special Committee

- a) The perimeter waivers have not been filed with Harris County Real Property, until the Board gives the final approval to move forward and require the Easement/Right of Way.

K. Deeds Guidelines Committee

- a) A draft of the proposed changes to the protective covenants has been issued to the Trustees for review. Comments are requested by June 9th.

VIII. OLD BUSINESS

- A. On May 8th the Board Trustees held a discussion via email on the Phase II reopening announcement of DVCA amenities in response to the government directives and guidelines on the Covid-19 Pandemic. All trustees waived their right to notice. Eric motioned to issue the notice with the comments agreed to by the Board. Dave seconded and the motion passed unanimously.
- B. The draft of Notice #9 addressing the opening of the pool and new rules was reviewed and comments noted. Eric motioned to issue the notice with the comments from the Trustees. Bruce seconded and the motion passed unanimously.

IX. NEW BUSINESS


- A. None.

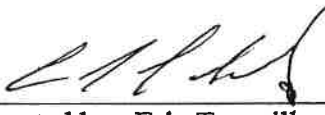
X. EXECUTIVE SESSION

At 8:16 PM Eric made a motion to go into Executive Session to discuss Deeds issues with a property. Terry seconded, and the motion passed unanimously. The session ended at 9:29 PM.

XI. ADJOURNMENT

Eric motioned to adjourn the meeting. John seconded, and the motion passed unanimously. Eric called the meeting adjourned at 9:30 PM.


Submitted by: Bruce Bott
DVCA Secretary


Accepted by: Eric Toureilles
DVCA President