

**Deerfield Village Community Association**  
**ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES**  
**Thursday, October 3, 2024, 7:00 pm**  
**Deerfield Village Clubhouse**

Members in attendance were Eric Toureilles (Chairman), Terry Gray (Vice-Chairman), Laurie Johnson (Secretary), Brent Burris, Alan Copeland, Steve Gunzelman, Robin Haworth, Deborah Plattsmier and Glenn Sommers. Elaine Mills and Buddy Scott were absent.

The meeting of the Architectural Guidelines Committee of the Deerfield Village Community Association was held at 4045 Deerfield Village Drive in Houston, Texas 77084. Chairman Eric Toureilles called the meeting to order at 7:05 PM.

**I. DETERMINATION OF A QUORUM (6 required)**

Eric determined there was a quorum present. We clarified that for this committee a simple majority constitutes a quorum, rather than the higher standard used for Board meetings.

**II. MEETING MINUTES**

Brent made a motion to approve the minutes of the 09/05/2024 meeting, which were deferred from our prior meeting. Eric seconded the motion; passed unanimously. Brent made a motion to approve minutes of the 09/24/2024 meeting, Terry seconded the motion; passed unanimously. Laurie noted that the next meeting date of October 3, 2024, was missing and has submitted that correction to Eric.

**III. RESIDENTIAL INQUIRIES**

No residents were present nor inquiries submitted.

**IV. OLD BUSINESS**

- A. Eric reviewed discussion from our last meeting that clarified our approach to the process moving forward. Glenn reviewed the AGC Charter as a reminder of our purpose. The focus is to create a unified Protective Covenant document with language that is broad enough to be acceptable to the community but still enforceable. It would be ideal to have a single document but may need to be two to address patio home differences. We also want to retain a distilled version of the Architectural Control Guidelines as a separate resource document for the Deeds Committee. It will provide a basis for consistent evaluation and decisions regarding subjective questions such as what is “harmonious”.
- B. We began with drafting final language for the Maintenance and Use section of the unified PC document. The Single-Family Home section and rental scenarios were

clarified and agreed upon after extensive discussion. Eric recorded those in the working document.

C. The Home Business section will be the focus of the next meeting. We agreed that “Business Use” will be a more appropriate heading. We will need clearly enforceable language that does not directly conflict with our Single-Family Residence policy, guards against negative impact to other residents, but is not excessively restrictive to a resident who works from home. We may want to include statements about what is allowed and what is prohibited. No commercial use should be permitted. Factors to consider include showrooms, inventory, advertising, client/customer/supplier/employee activity, and other potential nuisance factors.

D. Remaining PC topics from the agenda were deferred.

E. The feedback comparison documents were distributed but not discussed in detail.

**V. NEW BUSINESS**


A. Agenda items under New Business were deferred.

B. Eric noted that our attorney has advised that we keep a reference in the PC to the separate Community Charge (HOA dues) document. Deerfield is in the minority of HOAs with that in a separate document. The committee had previously decided to strike the existing reference in the Section 6 PC, but Eric will add it back in to the unified PC.

C. Laurie noted that she will be out of town for the next meeting, and Deborah has agreed to take the minutes assuming she is able to attend.

**VI. ADJOURNMENT**

Eric moved that the meeting be adjourned at 9:00 PM. Glenn seconded the motion; passed unanimously. The next meeting will be Tuesday, October 22, 2024, at 7:00 PM.

Signed:   
Secretary: Laurie Johnson

Date: 10/04/2024