

**Deerfield Village Community Association**  
**ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES**  
**Tuesday, November 26, 2024, 7:00 pm**  
**Deerfield Village Clubhouse**

Members in attendance were Eric Toureilles (Chairman), Terry Gray (Vice-Chairman), Laurie Johnson (Secretary), Alan Copeland, Steve Gunzelman, Robin Haworth, Elaine Mills, Deborah Plattsmier, Buddy Scott and Glenn Sommers. Brent Burris was 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 7:03 PM.

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

Eric determined there was a quorum present.

**II. MEETING MINUTES**

Eric made a motion to approve the minutes of the November 14, 2024, meeting. Terry seconded the motion; it was passed unanimously.

**III. RESIDENTIAL INQUIRIES**

No residents were present, nor inquiries submitted.

**IV. OLD BUSINESS**

- A. We resumed discussion of the **Yard Maintenance** and **Landscape** sections of the Unified PC, starting with modified language summarized by Glenn based on earlier feedback.
- B. Deborah suggested that it would be helpful context for the committee to see a copy of the current Deeds notice letter; she will provide a copy.
- C. Steve pointed out that we should consider semantics and strive for consistency when using “shall have” (a requirement) versus “should have” (a recommendation). Similar consideration should also be given to terms such as “must be, will be” to be sure intent is clear.
- D. Laurie suggested we reverse the existing order of sections **8. Yard Maintenance** and **9. Landscape** for more logical flow.
- E. Eric and Glenn reiterated that the beginning of the Unified PC has language allowing for variances to be granted by the Deeds Committee. It’s not necessary to repeat that throughout the document.
- F. There was brief conversation about how to approach “grandfathering” residences that are not in compliance with the new revisions. That will require further discussion when we get to the enforcement section.

G. We completed our review of **Landscape** and **Yard Maintenance** and Eric recorded the new language in the working document.

H. The remaining topics from the Old Business section of the agenda were deferred.

**V. NEW BUSINESS**

Agenda items under New Business were deferred.

**VI. ADJOURNMENT**

Terry moved that the meeting be adjourned at 8:37 PM. Eric seconded the motion; passed unanimously. The next meeting will be Thursday, December 5, 2024, at 7:00 PM. That will be the final meeting in 2024 due to the holidays.

Signed: 

Date: 12/02/2024

Secretary: Laurie Johnson