

**Deerfield Village Community Association**  
**ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES**  
**Tuesday, June 24, 2025, 7:00 pm**  
**Deerfield Village Clubhouse**

Members in attendance were Eric Toureilles (Chairman), Buddy Scott, Brent Burris, Alan Copeland, Terry Gray (Vice-Chair), Robin Haworth, Glenn Sommers, and Deborah Plattsmier. *Steve Gunzelman, Laurie Johnson (Secretary) and Elaine Mills 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. Eric Toureilles called the meeting to order at 7:12 PM.

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

Eric determined there was a quorum present and called the meeting to order.

**II. APPROVAL OF MINUTES**

Eric motioned that we approve the minutes of the meeting held on June 5, 2025 with correction to section V to say Old Business in second paragraph. Deborah seconded the motion, and the motion passed unanimously.

**III. RESIDENTIAL INQUIRIES**

No residents were present, nor inquiries submitted.

**IV. OLD BUSINESS**

Eric mentioned that we are revisiting the section for allowing businesses, based on a recent incident that may cause us to tweak what we have. We will start with this.

**Business** – Glenn provided material that he had presented before as a starting point.

- a) We first started discussing the home in question, and we looked at pictures of the home. Brent brought up some other examples, so we could be sure that we are not shutting down home business that doesn't cause a nuisance to a neighbor or the community.
- b) We agreed to make changes in that section, which stated some general examples of what was not desired.

**Garage & Estate Sale** – Eric mentioned that Deborah was assigned to bring in some suggested language which she presented, and we all reviewed.

- a) We adopted much of what Deborah had presented but consolidated and simplified the language into one paragraph.

**Exterior Lighting** – Steve Gunzelman had presented some proposed language for the group by email. We all agreed that we will begin with this section at the next meeting, due to lack of time tonight.

**Definitions Section** – Robin suggested that we add Common Area in this section for clarification throughout the new PC. We all agreed on language, and it was amended.

**State Law Section** – It was agreed that Eric would take the policies with State mandated items and move to this section.

V. **NEW BUSINESS**

The remaining agenda items under New Business were deferred to the next meeting.

- a) Eric brought up that our attorney attended the last Board meeting to discuss house and senate bills that passed. During our discussion, we brought up that 30 day was a long time with certain violations, and he said that each violation type could have a different number of days to respond. For example, items regarding safety or that are time sensitive, such as yard maintenance issues could be done in 10-15 days for the first letter. Glenn brought up that this is what he tried to do several years ago called the Matix. We all agreed this was a good idea and will fit in with the next phase, where we discuss process and fines.
- b) Eric brought up that our next meeting was on July 3<sup>rd</sup> and asked if we should move it. The consensus of the group was to leave it on July 3<sup>rd</sup>.

VI. **The next meeting will be Thursday, July 3, 2025.**

VII. **ADJOURNMENT**

Eric motioned that the meeting be adjourned at 9:02 PM. Terry seconded the motion; passed unanimously.

Signed: \_\_\_\_\_



Date: 06/24/2025

Acting Secretary: Eric Toureilles