

Deerfield Village Community Association
ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES
Thursday, October 2, 2025, 7:00 pm
Deerfield Village Clubhouse

Members in attendance were Eric Toureilles (Chairman), Terry Gray (Vice-Chair), Laurie Johnson (Secretary), Brent Burris, Alan Copeland, Steve Gunzelman, Robin Haworth, Elaine Mills, Deborah Plattsmier, Buddy Scott and Glenn Sommers. No committee members 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.

I. DETERMINATION OF A QUORUM (6 required)

Eric determined we had a quorum and called the meeting to order at 7:10 pm.

II. APPROVAL OF MINUTES

Terry motioned that we approve the minutes of the meeting held on September 4, 2025. Elaine seconded the motion; passed unanimously. There were no minutes to approve for September 23, 2025. That meeting was cancelled in advance due to pre-existing conflicts for multiple committee members.

III. RESIDENTIAL INQUIRIES

No residents were present, nor inquiries submitted.

IV. OLD BUSINESS.

A. AA Process and Deeds Feedback on Matrix

Buddy reported that the Deeds committee has received the updated Matrix. They need more time to complete their review before returning it to AGC for review of Deed's suggestions. Glenn reiterated that it is a process that can be adapted by the Board if needed once in use; it's not integrated into the updated Protective Covenant. Eric observed that the new HOA software will not be fully functional until he can enter prompts based on those final Matrix reviews.

B. Preparation for Legal Review

- 1) Eric and Glenn asked that all committee members review the latest revision of the updated PC, together with the original PC, the Deeds Primer, and the Deeds Quick Reference to compare them and see if we have overlooked any needed content or recommend other revisions. Eric will email the relevant documents. That task will be handled as homework; members should bring their comments and markups to the next meetings. We will begin that discussion on October 28, 2025, and

hopefully finish on November 6, 2025. Eric will review the document for layout and style after we finalize content. Ideally, we will be able to submit the document to the attorney before the holidays and begin steps to engage the community at the beginning of 2026.

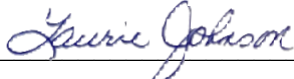
- 2) Several sections were proposed for closer review. Glenn mentioned home businesses; Steve brought up accent lighting as one of the areas where he feels we need to add more description. There was a consensus that we need to re-examine how and where we are relying on “nuisance” language without providing enough support for enforcement. We need to consider how relying on policy versus PC clauses will affect enforcement as we decide how to edit content.
- 3) We had another discussion about the State Law language and how to incorporate it. Steve asked for links to the relevant state laws to review them, to determine if he felt we needed to expand the HOA’s position when allowed. Some state laws permit no leeway for the HOA, others do allow for some discretion. Glenn mentioned that we should review the laws to make sure we have considered all those that allow for discretion of the HOA, so if we remain silent it is by choice rather than oversight.
- 4) We reviewed the fact that we are required to have HOA policies on topics covered by state law, and those are available on the website. They are subject to future changes by the legislature so should not be embedded in protective covenants. We discussed separating Board Policies into General and State Law sections on the website to make the difference clearer to homeowners.
- 5) We ultimately agreed to revert to earlier language on State Laws that Eric had proposed and we had subsequently discarded. That will be included in the revised documents that Eric will email for review.

V. NEW BUSINESS

- A. Agenda items under new business were deferred.
- B. The next meeting will be Tuesday October 28, 2025.

VI. ADJOURNMENT

Terry motioned that the meeting be adjourned at 8:00 PM. Deborah seconded the motion; passed unanimously.

Signed: 
Secretary: Laurie Johnson

Date: 10/03/2025