Deerfield Village Community Association

ARCHITECTURAL GUIDELINES COMMITTEE MEETING MINUTES

Tuesday, August 25, 2026
Deerfield Village Clubhouse

Members in attendance were Eric Toureilles (Chairman), Terry Gray (Vice-Chair), Laurie Johnson (Secretary), Alan Copeland, Steve Gunzelman, Robin Haworth and Elaine Mills. Brent Burris, Deborah Plattsmier, Buddy Scott and Glenn Somers 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 the meeting was called to order at 7:14 PM.

II. APPROVAL OF MINUTES

Eric motioned that we approve the minutes from the meeting held on August 6, 2026. Terry seconded the motion; passed unanimously.

III. RESIDENTIAL INQUIRIES

No residents were present, nor inquiries submitted.

IV. OLD BUSINESS

A. **Portal Promo** (DRAFT 2) was discussed to include directions on how to register for a portal and how to add additional emails to your profile. Eric motioned that we approve the article for the September newsletter. Terry seconded the motion; passed unanimously.

B. That discussion created more conversation about the Resident Portal: current vote settings allow an owner to change a vote up until the results are locked; Eric reported that we have over 700 emails registered, far higher than he estimated at the last meeting; we should all familiarize ourselves with our own portals so we understand how it works and where to find things.

C. **FAQs Draft** for Vote Volunteers – the document is intended as training for potential volunteers who are soliciting votes. We agreed it could also be useful as a meeting handout. We reviewed it in detail, made some changes and deferred the 21st Century bullet point for more thought. Eric motioned, and Robin seconded, that we accept the revisions. However, continued discussion after that vote will entail additional changes. We subsequently agreed that adding a point defining "section" would be helpful, and we realized that we need to change all our references (in our documents and on the website links) from Unified Protective

Covenants/UPC to Amended Protective Covenants/APC to align with the document title Mr. Gainer recommended..

D. Discussion of the **UPC to APC** change served to remind us that we still need to approve a final draft that can be sent to the attorney for official red line review. Eric will update the current working draft to reflect the recent phone call we had with Mr. Gainer and will reach out to Deborah to see if she has been able to update the definitions that the attorney recommended previously.

E. Review of the section discrepancies at the end of the FAQ page led to a suggestion that we take a final look at the Patio Home PCs to be sure we have addressed the needs we can. (Street parking will need to remain a policy point.) Steve and Laurie will both look at that.

F. **Voter Volunteer credentials** – as a reference for creating our local credentials, we looked at Harris County requirements for volunteer election workers and deputy voter registrars.. We agreed to adopt the title of **APC Election Volunteer** to identify qualified individuals on name badges, in newlettter and meeting references etc. These volunteers shall be 18 or older, eligible to vote in this election (i.e. a homeowner, not simply a resident), willing to attend a short training session and sign a volunteer code of ethics, which Eric will develop. US citizenship is not a requirement, since that is not a restriction on property ownership. Additional training content remains open for future discussion but "bring a buddy" when going door to door should be on the list.

G. **Voting Process questions** were deferred to the next meeting.

V. NEW BUSINESS

A. Socialization to the Community -further discussion was deferred.

B. Next meeting will be Thursday 9/03/2026 – leading into Labor Day weekend.

VI. ADJOURNMENT

Terry motioned that the meeting be adjourned at 8:58 PM. Elaine seconded the motion; passed unanimously.

Signed: Laurie Johnson Date: 08/26/2026

Secretary: Laurie Johnson