

RIVER OAKS PLACE COUNCIL OF CO-OWNERS
Board of Directors Meeting Minutes: February 23, 2011

HOMEOWNERS' FORUM: Wilson Barbee welcomed this year's Board and AJ Simpson, Creative Management's representative, with hopes of cooperation and of a prosperous year. Mae Holm also joined Wilson's wishes. She also brought up the problem of irresponsible dog owners. She wanted the Board to consider poop stations with bags to help with the problem of dog droppings. AJ Simpson related his experience with the stands and the bags with a cost of approximately \$900 per year for bag replenishment. The Board instructed AJ to price the stations.

CALL TO ORDER: The meeting was called to order at 7 PM.

THOSE PRESENT:

Board of Directors:	Tom Fox (TRF)	Homeowners: Mae Holm (216)
	Luis Salinas (LS)	Wilson Barbee (132)
	Ruth Simmons (RS)	
	Gretchen Umbeck (GMU)	
(Vice President Sandra Stettler was unable to attend.)		Creative Management: AJ Simpson

APPROVAL OF PREVIOUS MEETING MINUTES: The minutes of the December 1, 2010 meeting were approved as written.

FINANCIAL SUMMARY AND REVIEW: The Financial Report was approved with corrections to the budgeted amounts. Posting of the annual audit report was suggested.

UNFINISHED BUSINESS:

1. Garage roof update – CMC just ordered the check for the materials representing the last installment to complete the replacement of the remaining roofs. Estimated time frame for completion is the end of May.
2. Review previously approved, pending projects
 - a. Response handled under New Business.
3. Legal update – In response to queries at the Annual Meeting and from a resident, GMU will provide a write-up of the information available to the public and circulate it to other Board members for comment and determine distribution.
4. New plants – update
 - a. Test results for the soil samples taken should be available March 9.
 - b. Discussion of freeze and a later determination of its effects as the spring unfolds.
 - c. After discussion, it was decided that we get two views on a viable long-term landscaping plan. (RS and GMU to provide.)

NEW BUSINESS:

1. Homeowners' requests and issues
 - a. Overhanging trees (140) – CMC to contact owner's on-site agent.
 - b. Architectural changes to patio door (109) – Need further investigation by maintenance to determine if there is a structural problem. Homeowner to provide the Board with a detailed rendering and dimensions for replacement to determine if such a change is desired. CMC to send letter requesting additional information.
 - c. Landscaping requests (199) – CMC communicated with homeowner that the Board would address this in late March or early April.
 - d. Barking dogs (122) – CMC has handled with notice of violation.
2. Robert's Rules – TRF suggested that we use Robert's Rules of Order whenever possible to streamline the board meeting process. All agreed.
3. Correct budget. The issue was handled in discussion of the Financial Report.
4. Fines update – violations. Tabled until next meeting when more information is available.
5. Reimbursement for rack. The Board agreed that maintenance personnel be reimbursed \$162.36 for purchase of a truck rack allowing for safe movement of the garage roof panels.
6. Pool leak and other issues. Tabled until next meeting to gain more information. TRF to put together an information package for the next meeting.
7. Drainage fees. There was much discussion about this, which could be as high as \$9,000 per year. More information will be available from the City of Houston as we get closer to the July 1, 2011 deadline.
8. Bench at Building E
 - a. Item was reapproved and CMC was instructed that maintenance could build it when his workload lessened.
 - b. Discussion of possible purchase of a bench for the mailbox area. Motion was approved and seconded that the community purchase a bench for no more than \$1,000.
9. Sidewalk along McDuffie. The concern here was that it was uneven and the Board should flag those spots with paint. The Board Member interested in this improvement was not present, so the Board tabled the issue until the next meeting.
10. Shredding and recycling. Carol Wittman would like to explore the community's interest in shredding documents and general recycling. The Board agreed to post this information and her preferred contact information.
11. RS presented the City of Houston Water Conservation Program and TRF will evaluate.

ADJOURNMENT: There being no further business, the meeting was adjourned to Executive Session.

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Approved

3-23-11
Date