

## **Minutes of Coca Lake Homeowners Association Board Meeting**

May 17, 2010

**Members present:** George Averill, Gerald Carey, Gary Graham, John Latimer, John Mitchell, Art Neville, Hoyt Raymond, Tammy Segura, Brian Sillitto.

President Gerald Carey convened the meeting at 6:35 pm at the pool gazebo.

Minutes of the March 2010 Board meeting were approved as presented earlier by Secretary.

### **REPORTS**

**Financial** (A. Neville): Reviewed status of Association finances for April 2010 and budget vs. actual year to date for 2010. Several areas are under budget, due primarily to delays in billing. Highlights: \$76,875 (100%) collected in dues from Association members for 2010. Association has \$100,986.51 cash in bank. (See handout) LeeAnn Tipton has not performed the annual review of Association finances, due to her concern about it not constituting an "audit," in the technical sense of the term. After discussion of the considerable cost of paying for a full audit of the Association records and finances, the BoD decided to ask Ms. Tipton to repeat the same level of qualified review of Association records and finances as she performed in 2009, providing us with a statement describing the level of review conducted and any findings that require further investigation or changes to operating procedures. The sense of the BoD was that this would achieve the intent of the Covenants for a reasonable level of outside scrutiny of our procedures and handling of funds, without spending several thousand dollars on a "financial audit," as the term is used today among professional accountants. The Secretary was charged with researching the actual language of the ByLaws on the subject of the annual financial review and report back to the BoD (by email).

**Pool Committee** (G. Averill): Reviewed several repairs made since March meeting. Replacement lawn table has been received. Reviewed status of pool maintenance contract; generally viewed as reasonable pricing, given the service.

**Tennis Committee** (B. Sillitto): Reported completion of tennis court rehabilitation project, included resurfacing and restriping, removal of multiple trees and roots, repainting of several lighting fixtures at a cost of \$8,231. Will submit invoice to J. Underdown for payment.

**Lake Committee** (G. Carey): Beaver relocation operations are complete, at a cost of \$650.

**Covenant Compliance Committee** (J. Mitchell): Description of letters sent to 1 homeowner who had started construction of a privacy fence without ACC approval. Proposed fence plan was approved and construction proceeds.

**Architectural Control Committee** (G. Carey): Action on fence plan (above) and one house plan for Newberry Court.

**Maintenance Committee** (H. Raymond): No activity since last meeting.

**Insurance Committee** : No report.

**Newsletter Committee:** (T. Segura) No report.

**Old Business:**

G. Carey reported on status of litigation with homeowner with noncompliant fence. HOA attorney will contact homeowner's attorney and report on discussion. Board needs to be prepared to take action quickly, when decisions are required on disposing of the case. BoD members agreed we will wait on other cases pending developments of this one.

**New Business:**

G. Averill suggested requiring registration stickers for boats or vehicles, to aid in identifying those authorized to fish in Association lakes. BoD members did not support the initiative, preferring to ask instead of manage another "program."

G. Carey reported that a homeowner had offered to make the needed repairs to the front entrance brick façade for the cost of brick and mortar. He has samples of the brick and will proceed at his own convenience.

G. Averill recommended that we charge \$5.00 (by check payable to the HOA) for replacement keys for the pool and tennis areas. This suggestion was adopted by the BoD.

G. Averill recommended that we publish a reminder of pool rules to the community, on the website. Discussion centered around how best to deal with the issue of underage drinking in the pool/tennis area. The BoD did not support a general prohibition of alcohol in the pool area. The discussion ended without clear decision about how to address trespassers, other than to call Harris County Sheriff for assistance. The BoD authorized G. Averill to negotiate an amendment to the pool service contract to cover periodic cleaning of the pool bathrooms and removal of trash from both pool and tennis court areas.

G. Carey cautioned members to be alert to strangers in the community and to warn spouses staying at home of a recent daylight theft on Little Bear.

The BoD discussed the matter of seeking bids on the HOA's major ongoing maintenance contracts (landscape and pool), as well as the issue of seeking bids on additional landscape-related work during the year. The sense was that we should seek new bids on the major contracts every several years and that for any additional work (above and beyond the recurring work covered by the basic landscaping contract) we should seek at least one competing proposal. This discussion was not subjected to a vote of the BoD.

H. Raymond inquired about the repairs to be made to the concrete path leading to the small dock off the common area. The BoD inspected this area and the sense of the group was that we should consider a less expensive repair than one requiring concrete. No specific decision was reached.

G. Averill raised a concern about termite damage to the small, plywood "pump house" adjacent to the dock. The decision was that B. Sillitto will have the pest control company that treats the pool area for ants to treat the pump house for termites during the same visit.

B. Sillitto presented a proposal for professional signage to be fabricated for the tennis courts, prohibiting skating, skateboarding and other activities that would damage the surface. This proposal was approved as presented.

**Next BoD Meeting:** Monday, July 19th at 6:30PM at the pool gazebo.

**Adjournment:**

Meeting was adjourned at 8:05 PM.