

Nottingham Country Community Association, Inc.  
Meeting of the Board of Directors  
Thursday, July 9, 2020

Pursuant to Article V, Section One, of the First Restated By-Laws of Nottingham Country Community Improvement Association, Inc., the Board of Directors meeting was duly called and held on the above date at the Mason Creek Community Center, located at 20201 Kingsland Boulevard, Katy, Texas 77450.

**DIRECTORS PRESENT**

Don Mach, President  
Kathryn O'Brien, Vice President  
Horace Davies, Secretary  
Allen Hess, Director  
David Sander, Director  
Kristen Gilfillan, Director  
Suzanne Bredlau, Director

**ABSENT**

Robert Wills, Treasurer

**IN ATTENDANCE**

Terrie Brown, SCS Management Services

Homeowners: See attached Sign In sheet

**GENERAL SESSION**

Director Mach called the General Session to order at 6:30 p.m. with quorum established.

Constables Report

Sgt. Howard was in attendance stating he was now back from leave of absence. Sgt. Howard stated that traffic stops were down due to COVID-19 as the officers were trying to keep distance from others and only pull over if it's a major violation. Discussion continued in reference to the homeless population and the fact that it was going down in the area.

**HOMEOWNERS/GUESTS TO ADDRESS THE BOARD**

No residents were in attendance to address the board.

**MINUTES:**

Director O'Brien motioned to approve the minutes of the June 11, 2020 Board Meeting without correction. Director Bredlau seconded the motion. All were in favor.

**SUMMARY OF EXECUTIVE SESSION**

No summary was given.

**COMMITTEE REPORTS (as presented):**

- *Architectural Review*

Director Hess stated that he had received and approved approximately 18 applications and had two (2) additional applications still pending.

Director Hess stated that he was having difficulty with the applications, not being able to put notes on them, print them out or see "true" colors of paint. Ms. Brown will have Ms. Spratley contact Director Hess and see if she can walk him through the application process

- *Community Relations*

Director O'Brien reported that the bottom door on the little library had been broken and that the repair would be a great project for the Boy Scouts. The association will handle the cost for supplies.

The Association will schedule another heavy trash pickup for residents; Hermes with Custom Scapes will be available to help residents take their heavy items to the drop off location.

- *Alleyways*

Director Mach reported that several alleyways were being reviewed for repairs.

- *Park*

Director Davies stated that there had been a dead tree removed from the park area.

Director Davies also stated that his yard had been damaged when the sewer line was being repaired. Director Davies was instructed to contact the MUD as they had a contractor out making the repairs.

- *Landscape*

Director Bredlau reported that she would be doing the fall Yard of the Season in late fall or early September and asked that if anyone sees an exceptional yard to let her know.

She also stated that she had inspected the cul-de-sac on Caswell Court and had requested a bid to install additional trees as well as remove the remaining pine tree that was not doing well. Installation of new trees will be done in the fall when it is cooler. In addition, small boulders were put on the cul-de-sac to protect the irrigation heads.

- *Newsletter*

The newsletter was not discussed.

#### **MANAGEMENT REPORTS:**

The Management Report was presented in written form for the Boards review.

#### **FINANCIAL/TREASURER'S REPORTS**

The Financial Report was presented in written form and briefly reviewed. Director Mac stated that the percent of interest 1021 Independent Bank should be .50 not 2.68 and asked that this be corrected.

#### **ACTION ITEM LIST**

The Action Item List was presented in written form and reviewed.

#### **OLD BUSINESS:**

##### *Insurance Proposals*

Director Mach questioned if bids for insurance had been solicited. Ms. Brown stated that she had started May 28 requesting bids and had only received one response thus far. A spread on proposals was presented listing out BCH and Ted Allen (current year coverage) both bids were in line with each other with Ted Allen being a little on the lower side.

Once the other bids are received Ms. Brown will forward to the board for review.

##### *SCS Management Contract*

There was discussion on the SCS Management contract negotiations. It was noted that Mr. Gainer, the Association's attorney had reviewed the contract for any for an objectionable portions. At this point both parties had made changes to the contract, but no agreement has been made to date.

#### **NEW BUSINESS**

##### *Business Cards*

The two new board members were asked if they would like cards made up for them. After discussion, both were in agreement. Ms. Brown will have approximately 250 made for both Director Sander and Director Gilfillan.

##### *Christmas Decorations*

After reviewing the proposal from Silversand for Christmas decorations, Director O'Brien motioned to approve the proposal. Director Hess seconded the motion. All were in favor.

Director Mach stated that he would like to set up an "Environmental Committee" that would be responsible for monitoring the streets for things like flooding and other such items. Director Mach suggested Director Hess would be a good candidate to oversee this committee. Discussion followed.

**EXECUTIVE SESSION:** The meeting was convened from the General Session at 7:30 p.m. and Executive Session called to order at 7:31 p.m.

**LEGAL LIAISON REPORTS:**

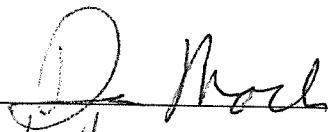
Director Mach reviewed several reports referencing collections. The attorney status report prepared by Michael Gainers office was provided in written form for the boards review.

Ms. Brown reported that 77 "Last Chance" letters had been sent out. Director Mach reported that in the next month or so any remaining delinquencies will be sent to the attorney.

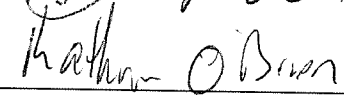
**DEED RESTRICTION REPORTS:**

The Board Referral List was not reviewed.

**ADJOURNMENT:** There being no further business to come before the Board the meeting adjourned at 7:50 p.m.

ATTEST 

DATE 8-13-20

ATTEST 

DATE 8/12/20