

Nottingham Country Community Association, Inc.
Meeting of the Board of Directors
Thursday, January 10, 2019

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
Scott Murphy, Secretary
Robert Wills, Treasurer
Suzanne Bredlau, Director
Horace Davies, Director
Dave Sander, Director

DIRECTOR ABSENT

Allen Hess, Vice President
Kathryn O'Brien, Director

IN ATTENDANCE

Terrie Brown, SCS Management Services
Sgt. David Goff; Harris Co. Precinct #5
Homeowners: Tracey Timpanaro and Jeff & Paddie Trick

GENERAL SESSION: Director Mach called the General Session to order at 6:30 p.m. Quorum was established.

HOMEOWNERS/GUESTS TO ADDRESS THE BOARD:

Sgt. Goff gave a brief crime analysis report for the month of December 2018. A question and answer session was conducted, topics included but were not limited to report of shots fired, use of radar to track speed limits and "dwellers" under the overpass on Fry and I-10.

Ms. Tracey Timpanaro reported on the status of the website update stating that it should be ready by the end of January, board members were encouraged to log on and view.

SUMMARY OF EXECUTIVE SESSION: During the Executive Session of the October 11, 2018 Board Meeting, the Board spoke briefly on the topic of filing "Notice of Liens" on delinquent properties, processed the October 4th Board Referral, taking various action on approximately five (5) property violations and reviewed the collection status reports.

MINUTES: The minutes of the Board Meeting held on October 11, 2018 were reviewed. A motion was made by Director Davies and seconded by Director Murphy to approve the minutes as presented. All were in favor.

COMMITTEE REPORTS (as presented):

Architectural Review

The Monthly Architectural Review Report for January was presented in written form, five (5) applications were received and approved.

Community Relations

In Director O'Brien's absence Director Mach gave a brief review stating that the last activity went well with a good turn out.

Environmental Control

Alleyways

It was noted that repair work on several alleys have been completed.

Park

Director Davies reported that a new electric line had to be run as the other was maxed out, also noted was that the volley ball net was down and would not be replaced until spring.

Director Wills stated that the mesh portion of the exercise station was broken and needed to be removed to alleviate the possibility of any injuries.

Landscape

Discussion on removal of Christmas Decorations.

Website

The NCCIA Web Report for the month of November from Jacob Joseph, Web Master, was presented in written form for review and consideration of the Board.

Yards of the Seasons

Director Bredlau reported that she had judged the Christmas decorations and looked forward to the monthly "Yard of the Season".

MANAGEMENT REPORTS:

The Management Reports were presented in written form for review and consideration of the Board. Ms. Brown reported that several contracts were coming up for renewal including Custom Scapes, Cypress Creek Pest Control and Harris County Constables. Director Mach stated he had already received and signed the Constables contract; bids were to be solicited for mosquito fogging and an updated contract for landscaping and irrigation. All were in agreement.

FINANCIAL/TREASURER'S REPORT:

The Financial Report for the month ending November 30, 2018 was presented in written form. Director Mach stated that the CD with Prosperity Bank was renewed for one year. A brief discussion followed referencing the yearend financial.

ACTION ITEM LIST:

The Action Item List was reviewed by the Board. Numerous items were closed.

OLD BUSINESS:

Action Taken Outside The Board Meeting – Director Murphy made a motion which was seconded by Director Bredlau to approve two alley way repairs done outside of the meeting. All were in favor.

NEW BUSINESS:

Election of Officers

Director Wills motioned to appoint Don Mach as President. Director Bredlau seconded the motion. Director Wills motioned to appoint Kathryn O'Brien as Vice President. Director Murphy seconded the motion. Director Wills motioned to appoint Scott Murphy as Secretary. Director Bredlau seconded the motion. Director Davies motioned to appoint Bob Wills as Treasurer. Director Murphy seconded the motion. All were in favor or motions made. Motions passed.

Appointment of Committee Chairs

Committee Chairs were appointed as follows:

Allen Hess - Architectural Review

Dave Sander – Deed Restrictions 1st section

Kathryn O'Brien – Community Services and Website

Suzanne Bredlau – Yard of Season and Landscape

Scott Murphy – Security

Horace Davies – Park
Bob Wills & Allen Hess - Environmental Control

Motion was made and seconded approving all Committee Chair appointments.

CPA Engagement Letter

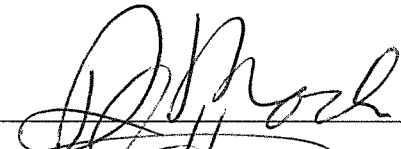
An Engagement Letter in the amount of \$4,695.00 was provided in written form by Cox CPA to cover the cost of an audit of the 2018 Financials and tax preparation. After reviewing the letter Director Murphy motioned to approve the letter. Motion was seconded by Director Wills. Motion passed.

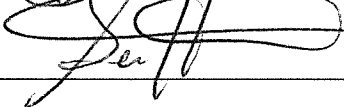
ADJOURNMENT: Meeting adjourned into Executive Session at approximately 7:03 p.m.

LEGAL LIAISON REPORTS:

Director Mach gave a brief verbal report on collections stating that they'd have a clearer picture on collections once we are into February and many owners made their assessment payments.

ADJOURNMENT: There being no further business to come before the Board, Director Wills made a motion to adjourn the meeting at 7:17 p.m. Director Bredleau seconded the motion. All were in favor.

ATTEST  DATE 2-14-18

ATTEST  DATE 2/14/19