

Nottingham Country Community Association, Inc.  
Meeting of the Board of Directors  
Thursday, June 13, 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**

Allen Hess, Vice President  
Scott Murphy, Secretary  
Robert Wills, Treasurer  
Horace Davies, Director  
David Sanders, Director  
Suzanne Bredlau, Director

**DIRECTOR ABSENT**

Don Mach, President  
Kathryn O'Brien, Director

**IN ATTENDANCE**

Cassandra Perez, SCS Management Services  
Sgt Howard and Deputy Campos; Harris Co. Precinct #5  
Homeowners: See attached Sign In sheet

**GENERAL SESSION:** Director Wills called the General Session to order at 6:29 p.m. Quorum was established.

**HOMEOWNERS/GUESTS TO ADDRESS THE BOARD**

Sgt Howard reported that there is an increase in vehicle burglaries, foot traffic, and traffic stops due to the fact that it is summer time. Sgt Howard advised that residents lock their vehicles and homes as a preventative measure.

**SUMMARY OF EXECUTIVE SESSION**

During the Executive Session of the May 9, 2019 Board Meeting, the Board addressed the current Board Referral List, action was taken on several properties.

**MINUTES:** The minutes of the Board Meeting held on May 9, 2019 were reviewed. A motion was made by Director Hess and seconded by Director Davies to approve the minutes as presented. All were in favor.

**COMMITTEE REPORTS (as presented):**

*Architectural Review*

Director Hess reviewed the June Architectural Review Report stating that there were approximately 11 applications approved. Most of the applications were for roof, window, and fence replacements.

*Community Relations*

Due to Director O'Brien's absence, no report was given.

*Environmental Control*

Alleys

Director Wills stated that the alleyway repairs are slow due to the weather and the contractor being busy.

Parks

Director Davies reported that there are some trees and shrubs in need of maintenance. Several estimates were obtained from Custom Scapes for the maintenance of the trees and shrubs in the park as well as the trimming/removal of trees in various other locations. Director Hess made a motion to approve the estimate,

Director Bredlau seconded the motion. All were in favor.

Director Wills reported that a new vendor will need to be found to replace the damaged picnic table.

*Landscape*

Director Bredlau reported the completion of “Yards of the Season” and noted that it was not placed in the newsletter. She also reported the “gutter grass” is becoming an issue, especially down Houghton. There was a brief discussion amongst the Board.

*Newsletter*

Director Hess suggested adding a reminder to homeowners to maintain/enhance landscaping; some of the older homes have not seemed to make updates to their landscaping since the home was built.

*Website*

Due to Director O’Brien’s absence, no report was given.

**MANAGEMENT REPORTS:**

The Management Reports were presented in written form and reviewed by the Board.

**FINANCIAL/TREASURER’S REPORTS**

The Financial Report for May 31, 2019 was presented in written form for the Boards review. Director Wills stated that the association was in good standing.

**ACTION ITEM LIST**

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

**OLD BUSINESS:**

There was no old business to report.

**NEW BUSINESS**

**EXECUTIVE SESSION:** The meeting was convened from the General Session at 6:58 p.m. The Executive Session was called to order at 7:00 p.m.

**LEGAL LIAISON REPORTS:**

Due to Director Mach’s absence, the Board did a brief review of the delinquency report.

**DEED RESTRICTION REPORTS:**

The Board reviewed the Board Referral List dated of May 22, 2019.

**ADJOURNMENT:** There being no further business to come before the Board, Director Davies made a motion to adjourn the meeting at 7:13 p.m. Director Sanders seconded the motion. All were in favor.

ATTEST \_\_\_\_\_

DATE \_\_\_\_\_

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