

Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
November 7, 2017

In attendance:

Board Members		Management/Guest		Owners	
<input checked="" type="checkbox"/>	Sauda Callahan, President	<input checked="" type="checkbox"/>	Abigail Castrejon, Management	<input checked="" type="checkbox"/>	Eric Kennison
<input checked="" type="checkbox"/>	Sabine Scott, Vice-President	<input checked="" type="checkbox"/>	David Rivera, Management	<input checked="" type="checkbox"/>	Monti Keep
<input checked="" type="checkbox"/>	Laura Flocks, Secretary				
<input checked="" type="checkbox"/>	James E. Hughes, Treasurer				
	Drew McKay, At Large				

(Please check mark to the left of individuals who are present)

Call Meeting to Order:

Due notice of meeting a quorum was established. Open Forum was called to order by the President, Sauda Callahan, at 6:31 P.M. The meeting was conducted at the clubhouse located at Fall Creek Information Center, 7930 Fall Creek Bend, Humble, Texas 77396.

Call Open Forum to Order:

- a. **Residents Input:** Resident had a question about the schedule for repairs from damage to the inside of house due to Hurricane Harvey roof issues. Repairs are in progress and homeowners will be contacted to schedule repairs. Resident also had question about replacement of outside lighting fixture. It was stated that if the fixture was original construction it would be replaced if it cannot be repaired. Another concern was voiced about gutters needing cleaning. They will be cleaned again once this season is over. It was noted that dividers need to be extended on several buildings to keep from discoloring the outside of houses.

Call Business Meeting to Order:

7:41 P.M.

Actions between Meetings:

No actions between meetings.

Approve Minutes of Previous Meeting:

Jim Hughes made the motion to accept the minutes of the September 4, 2017 meeting as written. A second was made by Sauda Callahan, with motion passing unanimously.

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Treasurer's Report:

- a. **Cash Balances** – Jim Hughes reviewed spreadsheet outlining balances Year to Date vs Budget and he feels we will end the year at budget. The biggest increase is in the water. \$8500.00 over budget.
- b. **Delinquencies** – No report.
- c. **Review Financial Reports and Audit** – No report.
- d. **2018 Budget & Assessments** - Motion by Sauda Callahan and a second by Jim Hughes to keep Assessment fees the same for 2018 . The motion passed unanimously. The coupons books will be sent out with the newsletter in early December. Bids will be sent out for landscaping quotes for 2018.

Management Report:

- a. **Correspondence received by Association, Directors, Management** – David Rivera reported that JRD has stated that all exterior roofing issues have been repaired and the interior repairs are being scheduled. He will also be getting some insurance quotes.
- b. **Association Business and Operations** – No report.
- c. **Common Area Maintenance Report** – No report.
- d. **Building Area Maintenance Report** – No report.
- e. **Landscaping Report** – David Rivera will be getting some landscaping quotes.
- f. **Nominating Committee** – Monti Keep will chair the committee to fill the positions on the Board, to be voted on at the Annual Meeting.
- g. **Crime Watch Report** – Monti Keep reported that she will send out a letter concerning security during the holidays and will send info to David Rivera to add to the newsletter.

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- h. **Webpage Report/News Letter** – No report.
- i. **Architectural Control Committee** - No report.

Executive Session
Collections

- 1. **Enforcement Action** – D14120 needs customized letter, E7305 has a sale pending and fees are still pending, E7315 still needs to be double checked that late fees are correct.
- 2. **Owners Request**- No report

Deed Restriction Report

- 1. **Owners Request**- No report.
- 2. **Enforcement Action** – No report

Reconvene in Open Session and Report on Actions Approved During Executive Session.

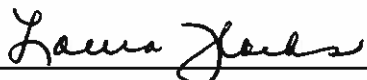
The Board reported on decisions made in executive session.

Set Date, Time and Agenda of Next Meeting/Adjournment

The next meeting is scheduled for December 5, 2017 (Pending confirmation) at 6:30 P.M. at the clubhouse located at Fall Creek Information Center, 7930 Fall Creek Bend, Humble, Texas 77396.
Being no further business; the meeting was adjourned by the President, Sauda Callahan at 8:01 P.M.

Submitted by: , Manager

Date: 3/5/18
, President

, Secretary