

**Amber Wood at Fall Creek Homeowner Association, Inc.  
Board of Directors Meeting Minutes  
September 18, 2017**

**In attendance:**

<b>Board Members</b>		<b>Management/Guest</b>		<b>Owners</b>	
	<b>Sauda Callahan, President</b>	<b>X</b>	<b>Abigail Castrejon, Management</b>	<b>X</b>	<b>Eric Kennison</b>
<b>X</b>	<b>Sabine Scott, Vice-President</b>				
<b>X</b>	<b>Laura Flocks, Secretary</b>				
<b>X</b>	<b>James E. Hughes, Treasurer</b>				
	<b>Drew McKay, At Large</b>				

(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 Vice President, Sabine Scott, at 6:34 P.M. The meeting was conducted at home of Jim Hughes, 7211 W. Boulder Cliff Lane, Humble, Texas 77396.

**Call Open Forum to Order:**

- a. Residents Input:** Resident reported that grading is still not right, mulch is running off when it rains at 14505 W Boulder Cliff Lane. It was also reported that grading at 7205 Commons Cove needs to be checked.

**Call Business Meeting to Order:**

7:10 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 June 1, 2017 meeting as written. A second was made by Sabine Scott, with motion passing unanimously.

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**Treasurer's Report:**

- a. **Cash Balances** – Jim Hughes reported on several unusual projects which were paid for in this quarter. These included: Roof repair, roof jacks on one building, front door paint, privacy fence replacement, iron fence (2<sup>nd</sup> unit completed), leak repairs, audit, and water meter gasket. He also noted that there was a refund for double paying taxes and the HOA water rate has gone up 400%.
- b. **Delinquencies** – No report.
- c. **Review Financial Reports and Audit** – No report.
- d. **2017 Budget & Assessments** - No report.

**Management Report:**

- a. **Correspondence received by Association, Directors and Management** – Next year's Audit Engagement letter was signed.
- b. **Association Business and Operations** – No report.
- c. **Common Area Maintenance Report** – No report.
- d. **Building Area Maintenance Report** – No report.
- e. **Landscaping Report** – Jim Hughes reported that some landscaping that was frozen last winter will need replacing.
- f. **Webpage Report/News Letter** – Crime Watch info will be added to webpage
- g. **Architectural Control Committee**- No report.

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**Executive Session**  
**Collections**

1. **Enforcement Action** – Board suggested contacting lawyer to look into fees owed on foreclosed property at 7305 Commons Walk Lane. Jim Hughes also questioned why 7315 Commons Walk Lane was being charged late fees when she is already on payment plan.
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 November 2, 2017 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 Vice President, Sabine Scott at 7:29 P.M.

Submitted by: , Manager

Date: 11-7-2017  
, President

, Secretary