



**MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF TOWNEWEST HOMEOWNERS' ASSOCIATION, INC.**

**September 21, 2023**

A regular meeting of the Directors of Townewest Homeowners Association, Inc., a Texas corporation, was held at 10322 Old Towne Ln., Sugar Land, Texas 77498, on September 21, 2023, at 7:00 p.m...

**1. Present Directors**

Present at the meeting, and constituting a quorum of the full board were the following persons:

Director; Robert Fuentes, President  
Director; Angela Massaro, Vice-President  
Director; Jose Luis Fuentes Mendoza, Secretary  
Director; Miriam Lewis, Treasurer

Kari Lemoine, Property Manager also present at the meeting.

**2. Call to Order**

The meeting was called to order by Robert Fuentes, the President, who served as the Presiding Officer of the meeting. Jose Luis Fuentes Mendoza, the Secretary of the corporation, acted as Secretary of the meeting. The Presiding Officer took the role of the Directors present at the meeting and determined that a quorum was present.

**3. Call and Notice of Meeting**

The Presiding Officer announced that this meeting was held pursuant to a call signed by a majority of the Directors, to operate the association business, and that written notice of the time and place of the meeting had been sent to each Director at least thirty (30) days before the meeting; and, on motion duly made, seconded, and unanimously carried, a copy of the call and notice was made a part of the minutes of the meeting.

**4. Open Forum**

Director Fuentes opened the meeting for public comments.

Ms. Jeanpierre wanted to address the board of directors about her removal from the board due to an error in appointment. Stephanie was upset about this decision and matter which it was held. She would have liked for this to have been addressed before the last election so she could add her name to the ballot and been properly elected. Jackie asked why it took a year to acknowledge.

Carla stated she spoke to Mo who owns the gas station at the corner about putting a camera up to point at the monument sign. He was ok with it and Carla took a business card from Kari to give to him.

Jackie asked if things are removed from the community what happens to them. She referred to the pavers that used to be on Townwest Blvd. Robert stated that the board at that time did not want to pay the landscaper to remove them so he had asked if he did the work would he be allowed to keep them and it was approved at that time. Jackie asked that in the future it be offered to all residents.

## **5. Approval of Minutes of Prior Meeting**

The Secretary reported that minutes of the previous meeting of the Board of Directors held on August 17, 2023, had been prepared and circulated to the Directors for review. The Presiding Officer confirmed that each of the Directors present had received a copy of the minutes and had read and reviewed them. On motion, made and seconded and unanimously carried, the reading of the minutes of the preceding meeting of the Board of Directors was dispensed with and the minutes were approved.

## **6. Committee Reports**

Architectural Control Committee- The Townsq training has been complete. We are in testing mode now and once complete it will go live.

Nominating Committee- No report, Director Massaro.

Recreation Committee- Townwest Night Out will be held on October 14<sup>th</sup> from 5:30 to 9:00pm. Guests included will be: MUD police, Constables, Commissioner, Sheriff's Office, Judge KP George and more. There will be rock painting and a bounce house. There will be a planning meeting on Tuesday, September 26<sup>th</sup>.

Maintenance Committee- Nothing at this time.

Publicity Committee- The committee would like the NNO Flyer to be put with the newsletter if available.

Audit Committee- Director Lewis (Treasurer), reported that the association's total cash balance as of August 31, 2023, was \$607,896.50 (Based on all bank statements of the association) for total assets.

Pool Committee- The committee that the season is over. Concession money order was given to management to have deposited into the accounts.

Special Street Repair Committee- Robert reported that Mr. Robichaux has resigned from the special street committee.

**7. New Business/Officer Reports**

There was a leak on the side of the clubhouse. Plumbers came out and it was fixed.

**8. Property Management Report**

Mrs. Lemoine reported a rental set for the month of October 2023. Kari Lemoine presented that she is waiting on one additional bid for the pool season to see if they will continue with Sweetwater or move to another company.

**9. Convene Executive Session**

The Board convened in an executive session at 7:58 p.m. to conduct a private consultation with the association's property manager and/or attorney regarding delinquent accounts, attorney reports, contracts, foreclosures, and litigation matters.

**10. Reconvene in Open Session**

The Board of Directors reconvenes in an open session at 8:50 p.m. and reports on actions approved during the Executive session. Director Fuentes Mendoza motioned to accept the Attorney's report, and Director Fuentes seconded the motion, which passed unanimously. Additionally, Mrs. Lemoine reported 96% for the 2023 fiscal year beginning on January 1, 2023. The Board of Directors unanimously approved to send account# 318874 over the associations attorney to move forward with collections. The Board of Directors unanimously approved to move forward with the association's attorney suggestions with account #318382. A Special meeting was discussed for the appointment of Stephanie Jeanpierre to the board. No meeting was scheduled at this time. The board approved to wait on the Tennis court resurfacing until after the new year and new 2024 budget. Mrs. Lewis made a motion to move \$64,000 from the money market account to the operating account. Robert seconded this motion and all approved and the motion passed. Jose discussed some of the food pricing received for the October 14<sup>th</sup> event. Mr. Robert Fuentes thanked the board for all the work they have done collectively over the years. At this time, he is resigning from the board effective immediately.

**11. Adjournment**

There being no further business to come before the meeting, on motion duly made, seconded, and unanimously carried, the meeting was declared adjourned at 9:32pm.

/s/ Jose Luis Fuentes Mendoza

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Jose Luis Fuentes Mendoza  
Board of Directors, Secretary