

**Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
June 14, 2018**

In attendance:

Board Members		Management/Guest		Owners	
<input checked="" type="checkbox"/>	Sauda Callahan, President	<input checked="" type="checkbox"/>	David Rivera, Management	<input checked="" type="checkbox"/>	Eric Kennison
<input checked="" type="checkbox"/>	Sabine Scott, Vice-President			<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 6:05P.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: Several residents voiced concern about landscaping issues. Beds are still not being weeded, issues noted at walkthrough are still pending, pruning along tall fence needs to continue, sprinkler heads are not popping up between 7205-7207 Commons Cove. It was noted that other residents have noticed that the landscapers seem to be doing a better job overall than the previous landscapers.

Call Business Meeting to Order:

6:58 P.M.

Actions between Meetings:

a. Ratify actions: Irrigation repairs were completed and Reliant Energy will continue to be electricity provider.

Approve Minutes of Previous Meeting:

Jim Hughes made the motion to accept the minutes of the March 5, 2018 meeting as written. A second was made by Sauda Callahan, with motion passing unanimously.

Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
June 14, 2018
Page Two

Treasurer's Report:

- a. **Cash Balances** – Jim Hughes stated that money had been transferred from Reserve Funds to pay for roof repair and insurance had been paid in full. He also noted that the annual reimbursement from Fall Creek for common area expenses had been received.
- b. **Delinquencies** – No report.
- c. **Review Financial Reports and Audit** – No report.
- d. **2018 Budget & Assessments** - No report.

Management Report:

- a. **Correspondence received by Association, Directors, Management** – No report.
- b. **Association Business and Operations** – Jim Hughes made a motion to remove Andrew McKay from the Board, seconded by Sauda Callahan, and approved unanimously. Jim Hughes also made a motion to have Eric Kennison fill the empty position on the Board, seconded by Sabine Scott and approved unanimously. Mr. Kennison's term will expire in 2018.
- c. **Common Area Maintenance Report** – No report
- d. **Building Area Maintenance Report** – Roof repair project will begin once date has been set.
- e. **Landscaping Report** – Landscaping was discussed in "Residents Input" section of agenda. It was also decided that the two homes that have reported issues with roots, will be reported again to the landscaper. It was suggested that roots be cut until further action is taken to cut down trees causing the issue.
- f. **Webpage Report/Newsletter**-- No report

**Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
June 14, 2018
Page Three**

- g. Crime Watch Report** – Monti Keep reported that the Fall Creek Board has approved installing two “No Trespassing” signs. One will be at the end of Mesa and the other at back gate/fence. She also reported that Community gathering was held April 28, 2018 and another is planned for October.
- h. Special Projects and Community Activity** - No report.

**Executive Session
Collections**

- 1. Owners Request** – An owner will be scheduled for a payment plan at \$500.00 per month (reimbursement) for seven months + usual monthly fee of \$200.00. Another owner with an overdraft fee will not be reimbursed. The owner who requested that repayment plan to begin in July will be informed that this plan is accepted. Reminders and demand letters will be sent out as needed for other delinquent owners.
- 2. Enforcement Action-** 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.

**Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
June 14, 2018
Page Four**

Set Date, Time and Agenda of Next Meeting/Adjournment

The next meeting is scheduled for September 6, 2018 at 6:00 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 7:34 P.M.

Submitted by: R, Manager

Date: 9.6.2018

S. Scott *VICE*, President

Laura Jackson, Secretary