



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

January 18, 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 January 18, 2024, at 7:33 p.m...

1. Present Directors

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

Director; Angela Massaro, Vice-President and acting 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 Angela, the Vice-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 Mendoza Fuentes opened the meeting for public comments.

There were complaints from the attending residents with regards to no meeting in November or December of 2023.

Jessie Tobarias a homeowner brought a flag back to the board and stated the rope at Panhandle has been broken for some time. Wanted to know what Sterling's role was.

Another resident stated the park trash cans need to get cleaned up and whose responsibility is that.

Mr. Goerz stated according to the by-laws Article 7 Section 10 it does not mention where to place trash can and how long they get to comply.

Vicki Drake had received a compliance for her trash can. She wanted to know whose responsibility it was to take care of the trash cans at the park. On December 7th they were overflowing. It was explained it was the landscaper and that we would make sure to get with them on this matter. It was also asked if we could get additional trash cans in the park.

Ms. Schmidt asked when will the ACC guidelines be updated. Jose stated we will get with the attorney on this matter.

Ms. Ford asked if anyone knew when construction will end for the street work.

5. Approval of Minutes of Prior Meeting

The Secretary reported that minutes of the previous meeting of the Board of Directors held on October 19, 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- Nothing at this time.

Nominating Committee- No report, Director Massaro.

Recreation Committee- Currently working on a calendar of events for 2024.

Maintenance Committee- Nothing at this time.

Publicity Committee- Jose will be checking the website to see if there are any updates needed, he will also work on newsletter articles to be submitted.

Audit Committee- Financials for end of year 2023 were read by Kari Lemoine. Jose motioned to accept the financials with a second by Miriam, all were in favor and the motion passed.

Pool Committee- The water fountain had a leak from the freeze that will be getting repaired.

Special Street Repair Committee- Nothing at this time

7. New Business/Officer Reports

It was reported that one dead tree had to be removed in front of the clubhouse. It was also reported that one window had to be replaced in the clubhouse.

8. Property Management Report

Mrs. Lemoine reported the association is still 97% collected for 2023.

9. Convene Executive Session

The Board convened in an executive session at 8:08 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. The board asked if the landscaper can install additional trash cans in the park.

10. Reconvene in Open Session

The Board of Directors reconvenes in an open session at 8:15 p.m. and reports on actions approved during the Executive session. Director Miriam Lewis motioned for the pool monitors to wear small body cams for incidents. Jose seconded the motion; all were in favor and the motioned passed. Director Jose Fuentes Mendoza motioned to accept the Attorney's report, and Director Lewis seconded the motion, which passed unanimously. Reserve study bids were presented to the board, Miriam made a motion to accept the bid from Reserve Advisors, Angela seconded the bid, all were in favor and the motioned passed.

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 9:37pm.

/s/ Jose Luis Fuentes Mendoza

Jose Luis Fuentes Mendoza
Board of Directors, Secretary