



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

February 16, 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 February 16, 2023, at 7:18 p.m...

1. Present Directors

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

Robert Fuentes, President
Angela Massaro, Vice-President
Jose Luis Fuentes Mendoza, Secretary
Miriam Lewis, Treasurer
Stephanie Jeanpierre, Member at Large

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. There being no public comments, the meeting to public comment was closed.

5. Approval of Minutes of Prior Meeting

The Secretary reported that minutes of the previous meeting of the Board of Directors held on January 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- The committee that it will get together with the Board, Committee members and property management, for Townsq ACC training, with a tentative date set for the following Monday if all is available.

Nominating Committee- No report, Director Massaro.

Recreation Committee- No report.

Maintenance Committee- The committee reported that it asks Mr. Abel Lerma of Texas All-Star Landscaping LLC to attend March 16, 2023 Board meeting to provide a status report of the association's landscaping facilities. Additionally, the committee reported that the Texas's flagpole rope needs to be fixed. Director Lewis reported that she contacted Fort Bend County regarding tree limbs on the county right of way.

Publicity Committee- The committee reported that Newsletter will be reduced to twice a year because of repetitive information and to conserve money and paper.

Audit Committee- Director Lewis (Treasurer), reported that the association's total cash balance as of January 31, 2023, was \$960,851.30 (Based on all bank statements of the association) for total assets.

Pool Committee- The committee reported that it will implement a picture identification card policy for entry in to pool for this year's season. The Board of Director's is set to vote next meeting in regards to fee's and exchange for the ID cards and pool bracelet's exchange.

Special Street Repair Committee- No report.

7. New Business/Officer Reports

New faucets were installed in the Men and Women's restrooms.

8. Property Management Report

Mrs. Lemoine reported a rental set for the month of June 2023. Furthermore, she informed the board that she is still waiting for more bids for Tennis/Sport Courts improvement projects. Mrs. Lemoine provided bids from Fuhrman Builders and Mac's roofing to extend the roof porch at the main entrance of the pool. Fuhrman Builders bid was for \$15,540.00 and Mac's Roofing at \$19,963.00. Additionally, Mrs. Lemoine informed the Board and the Pool Committee that the decking in the pool needs drastic repairs and provided three (3) bids from Sweetwater Pools at \$55,975.00, Sundeck at \$85,411.23, and Houston Greater Pools Management at \$121,540.00. Mrs. Lemoine also provided a bid from R&R Gatepro to repair and install locking mechanism on the Tennis Court at \$980.00.

9. Convene Executive Session

The Board convened in an executive session at 8:18 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 8:12 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 95% was collected for the fiscal year ending on December 31, 2022, assessments and 76% collected for the 2023 fiscal year beginning on January 1, 2023. The Board of Directors unanimously approved Sundeck's bid for all the necessary pool decking repairs for \$85,411.23 and Fuhrman's bid for extending the pool entrance back porch for \$15,540.00, as well as the bid for the tennis court gate from R&R Gatepro for \$980.00.

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.

/s/ Jose Luis Fuentes Mendoza

Jose Luis Fuentes Mendoza
Board of Directors, Secretary
Townewest Homeowners Association, Inc.