

Briarwood Homeowners Association  
Board of Directors Meeting  
November 12, 2019 @ 6:00 P.M.  
Lake Jackson Branch Library  
250 Circle Way St, Lake Jackson, TX 77566  
Agenda

- I. Call Meeting to Order
- II. Call Open Forum to Order
  - a. Patrol Activity Report
  - b. Residents Input
- III. Call Business Meeting to Order
- IV. Actions Between Meetings
  - a. Summarize Unannounced Meetings, if any
  - b. Ratify Actions Approved between Meetings, if any.
- V. Approve Minutes of Previous Meeting
  - a. September 30, 2019
- VI. Committee Reports
  - a. Architectural Control Committee
- VII. Treasurer's Report
  - a. Cash Balances
  - b. Delinquencies
  - c. Review Financial Reports
  - d. Capital Improvement Discussion
  - e. Proposed 2020 Budget
- VIII. Management Report
  - a. Correspondence received by Association, Directors, Management
  - b. Association Business and Operations
    - 1. Drainage/Engineer Report
    - 2. Deed Restriction Letters and Enforcement
    - 3. 2020 Annual Meeting Preparation
    - 4. Management Company Renewal Addendum
  - c. Webpage Report
  - d. Common Area Maintenance Report
    - 1. Common Area Maintenance (Concrete, Trees, Irrigation, Plants, Lighting, Pool)
    - 2. Job Duties for Maintenance and Pool Maintenance Personnel

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- e. Pool Report
- f. Parking/Towing Report
  - 1. Towing Enforcement
- g. Homeowner Insurance Report
  - 1. Insurance Letter

IX. Executive Session

The Board may convene an Executive Session, as needed, to consider actions involving personnel, litigation, contract negotiations, enforcement actions, attorney communications or other confidential information as allowed under Texas Property Code section 209.0051

- a. Collections
  - 1. Enforcement Action
  - 2. Owner Requests
- b. Deed Restriction Report
  - 1. Enforcement Action
- c. Attorney Communications

X. Reconvene in Open Session and Report on Actions Approved During Executive Session

XI. Set Date, Time and Agenda of Next Meeting/Adjournment