

**Braeburn Terrace Owners Association  
Board of Directors Meeting  
October 17, 2018  
Agenda**

- I. Call Meeting to Order**
- II. Call Open Forum to Order**
  - a. 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**
    - 1. Building Wood Replacement/Paint**
- V. Approve Minutes of Previous Meeting**
  - b. September 19, 2018 Meeting**
- VI. Treasurer's Report**
  - a. Cash Balances**
  - b. Delinquencies**
  - c. 2019 Proposed Budget**
  - d. 2017 Audit Draft**
- VII. Management Report**
  - a. Correspondence received by Association, Directors, Management**
  - b. Association Business and Operations**
  - c. Building/Common Maintenance Report**
    - 1. Landings**
    - 2. Building**
    - 3. Rodents**
  - d. Landscape Report**
  - e. Gate/Concrete Report**
  - f. Pool Report**
  - g. Trash Contract**
  - h. News Letter/ Webpage Report**
  - i. Camera Project**
  - j. Towing Contract**

**VIII. 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**

- a. Attorney Report**
- b. Owner's Requests**

**2. Owner Requests**

**b. Deed Restriction Report**

- 1. Enforcement Action**
- 2. Owner's Requests**

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

**X. Set Date, Time and Agenda of Next Meeting Wednesday, November 21, 2018 @ 11:00 A.M.**