

**Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
June 13, 2019**

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"/>	Monti Keep
<input checked="" type="checkbox"/>	Sabine Scott, Vice-President			<input checked="" type="checkbox"/>	Olga Kolokoltsova
<input checked="" type="checkbox"/>	Laura Flocks, Secretary				
	James E. Hughes, Treasurer				
<input checked="" type="checkbox"/>	Eric Kennison				

(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 6:13 P.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:** Concerns were voiced about ticks. It was determined that tick eradication is the homeowner's responsibility. Also, the sprinkler head in backyard at back door of 7205 Commons Walk needs repair.

Call Business Meeting to Order:
6:25 P.M.

Actions between Meetings:

- a. Ratify actions:** None

Approve Minutes of Previous Meeting:

Eric Kennison made the motion to accept the minutes of the March 7, 2019 meetings as written. The motion was seconded by Sauda Callahan, with motion passing unanimously.

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Treasurer's Report:

- a. **Cash Balances** – Jim Hughes submitted this report: Checkbook balance now \$55409. Same time last year \$78010. Reserves \$60541 last year, \$76107 now. Checkbook lower now mainly because last year at this time we had received money from reserves for roof replacement but had only paid out half of it. Also, in 2nd half of last year we had a major expenditure for the roof jack replacements and sheetrock repairs. The good news - no leaks since and we have had some pretty hard, wind driven rains. There were also some irrigation repairs.

Reserves up because we have been contributing \$2000/month since January 1 compared to \$850/month last year. We still have not recovered to our peak of \$83974 since we took money out for the roof replacement. The \$2000 vs. \$850 also contributed to the lower checkbook balance now compared to this time last year.

- b. **Delinquencies** – No report.
- c. **Review Financial Reports and Audit** – No report..

Management Report:

- a. **Correspondence received by Association, Directors, Management** – No report.
- b. **Association Business and Operations** – No report
- c. **Common Area Maintenance Report** – No report
- d. **Building Area Maintenance Report** – .
 - 1. **Work Order Completion Timeline** – It was decided that all future emails from management that require a vote, will include "Needing Immediate Approval" in the subject line to expediate the repair process. Management may also include an expected date for board members to respond to email requests of this nature.

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2. **Power Wash Bids** – David will schedule a walk through of the subdivision to determine which houses need power washing under gutters and on brick. A quote for the additional cleaning should be added to existing bid from JRD (the lowest bidder). Power washing is projected to begin by July 15, 2019.
 3. **Interior Repairs** – Owner with pending flooring replacement will be notified to submit bid for installation by June 27, 2019. Otherwise, JRD will install the replacement wood flooring. An option to replace poorly installed exterior door with standard storm door will be submitted to owner.
 4. **Wooden Perimeter Fence** – David will talk to Cory about all options available for repairing the wooden perimeter fence.
- e. **Landscaping Report** – Cory will be notified of bushes needing trimming at 7212 S. Boulder, and the possibility of having bushes leveled off along tops of bushes along wooden perimeter fence.
- f. **Webpage Report/Newsletter--** Budget title needs to be changed to 2019.
- g. **Crime Watch Report** – Monti Keep will be resigning and a search is in place to replace her as Amber Wood's representative on the Fall Creek Crime Watch committee
- h. **Special Projects and Community Activity** – No report

Executive Session
Collections

1. **Owners Request** - Delinquent owners will be sent reminders. The attorneys will send letters to owners who have not complied with payment plans.
2. **Enforcement Action-** No report

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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.


Set Date, Time and Agenda of Next Meeting/Adjournment

The next meeting is scheduled for September 12, 2019 at 6:00 P.M. at the clubhouse located at Fall Creek Information Center, 7930 Fall Creek Bend, Humble, Texas 77396. A Board Meeting will follow. Being no further business; the meeting was adjourned by the President, Sauda Callahan at 8:02 P.M.

Submitted by: , Manager

Date: 9.12.2019

, President

, Secretary