

**Braeburn Terrace Owners Association  
Board of Directors Meeting  
February 20, 2019  
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**
- V. Approve Minutes of Previous Meeting**
  - a. January 16, 2019 Meeting**
- VI. Treasurer's Report**
  - a. Cash Balances**
  - b. Delinquencies**
- VII. Management Report**
  - a. Correspondence received by Association, Directors, Management**
  - b. Association Business and Operations**
  - c. Building/Common Maintenance Report**
    - 1. Driveway Entrance**
    - 2. Building**
    - 3. Power Washing**
    - 4. Sewer Back Up**
  - d. Landscape Report**
  - e. Gate/Concrete Repair**
  - f. Pool Report**
  - g. News Letter/ Webpage Report**
  - h. Camera Project**
  - i. 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, March 20, 2019 @ 4:00 P.M.**