



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

February 15, 2024

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 15, 2024, at 7:05 p.m.

1. Present Directors

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

Director; Angela Massaro, Vice-President and acting President
Director; Jose Luis Fuentes Mendoza, Secretary
Director; Miriam Lewis, Treasurer

Kari Lemoine, Property Manager, and DeAnthony Anderson, Administrative Assistant were also present at the meeting.

2. Call to Order

The meeting was called to order by Jose, the Secretary, who served as the Presiding Officer of the meeting. The Presiding Officer 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. Approval of Minutes of Prior Meeting

The Secretary reported that minutes of the previous meeting of the Board of Directors held on January 18, 2024, 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.

5. Open Forum

Director Mendoza-Fuentes explained the new process for conducting the homeowner forum. Any homeowner that comes to the meeting that has questions or concerns must place it on an index card at the sign in table and hand it to the property manager or the board. There were complaints from the attending residents who were unhappy with the new rule set in place. Mr. Goerz became vulgar and disturbing the meeting process. Mr. Goerz did not want to follow the new procedure and kept interrupting the meeting. Due to the board not being able to conduct business Mr. Medoza-Fuentes motioned to adjourn the open meeting at 7:10pm, Mrs. Lewis seconded the motion. All in favor and the motioned passed.

6. Convene to Executive Session

The Board convened in an executive session at 7:10 p.m. to conduct a private consultation with the association's property manager regarding delinquent accounts, attorney reports, contracts, foreclosures, and litigation matters. The board then discussed flag repairs in community to which Miriam and Angela volunteered that they will go around to replace flags and replace rope. The Board also discussed the pool area repairs and what that would look like in the near future. Mrs. Lewis motioned to \$150,000.00 from the operating account into the Money Market account, Mr. Mendoza-Fuentes seconded the motion, all were in favor and the motion carried. Bids for garage lights were also discussed and received bid from A. Fuller and is awaiting another bid from Lion Electric. Options were discussed for bids on fencing around the park area and also placing locks on breakers. The Board also decided to implement only two (2) events for the community, being National Night Out (NNO) and Christmas including holiday decorations for Halloween and Christmas. Also discussed 'Yard of the Month' for the months of May-August with winners receiving gift cards in quantities of three (3) for \$25. Jose made a motion for the events, Miriam seconded, all were in favor and motioned passed. Executive session was adjourned at 7:44 p.m.

7. Reconvene to Open Session

The Board of Directors reconvened the open session at 7:46pm. There were two residents waiting and were let in for the reconvened session. Mr. Shea had questions that were put on the index card was curious if those could be answered. Mr. Sheas questions were about the pool lights being repaired along with the flag poles, concerns on budget and if staggering was still taking place for the association cd's, and future projects. Director Mendoza-Fuentes advised that funds from the operating account will be oved over to the money market account and that the cd's were still staggered. He also stated that Center Point has been contacted for the lights, Jose also stated that the flag pole ropes will be replaced soon. In regards to future projects the sports courts will be finished. Also addressed concerns over the monument signs with the current road construction. Director Mendoza-Fuentes motioned to adjourn the open session, with a second my Mrs. Massaro. All approved and the motioned passed to adjourn the open at 8:11pm.

8. Property Management Report

Mrs. Lemoine reported the association is still 76% collected for 2024.

9. Reconvene back into Executive Session

The Board reconvened in an executive session at 8:11 p.m. Kari Lemoine presented the contract renewal with Texas All Star Landscaping. Mr. Mendoza-Fuentes motioned to approve with a second from Mrs. Lewis, all in favor and the motioned passed. The board would like to change the January 2024 meeting minutes to read Director Mendoza-Fuentes instead of Director Fuentes to eliminate any confusion.

10. Adjournment

There being no further business to come before the meeting, on motion duly made, seconded, and unanimously carried, the meeting was declared adjourned at 8:45pm.

/s/ Jose Luis Fuentes Mendoza

Jose Luis Fuentes Mendoza
Board of Directors, Secretary