

# FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

## MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. THURSDAY FEBRUARY 27, 2024

17171 Park Row Dr. Ste 310 Houston, Texas 77084

### DIRECTORS PRESENT IN PERSON OR BY PHONE/ZOOM

Jen Gresley, Andrea Kunkel, Anthony Choueifati, Sharon Swanson, Charlie Menefee and Justin Wilson.

### HOMEOWNERS PRESENT

There was no homeowner present virtually or in person.

### ALSO PRESENT

Blanca Galvan, CMCA, AMS, representing Crest Management Company

### CALL TO ORDER

With notice properly served and quorum duly established, the meeting was called to order by Ms. Galvan at 06:34 pm

### APPROVAL OF MINUTES

The Board reviewed the January 23, ~~202~~<sup>2024</sup> minutes. A motion was made, seconded, and carried to approve the minutes.

### FINANCIALS

Ms. Galvan presented the January 31<sup>st</sup> financials. She noted there were \$650,543.20 total in the Cash accounts. There are still \$107,706.71 of 2024 receivables. This number should drop significantly by next month as people try and avoid late/legal fees.

### ANNOUNCEMENT OF ACTIONS TAKEN BETWEEN MEETINGS

- Eliseo Rosales – Tree Removal - \$3500
- Approval of Brightview Contract Renewal

### EXECUTIVE SESSION SUMMATION

At the January meeting, the Board of Directors reviewed all delinquent accounts, deed restriction violations, and legal status reports. Action will be taken if open session if needed.

### COMMITTEE REPORTS

#### LANDSCAPE COMMITTEE:

Director Chavez was not present to provide a report, but the Board did discuss and vote the color choices for the upcoming color installation.

#### SECURITY COMMITTEE-

Nothing new to report

#### WALLS, ALLEYS, SEWERS, AND LIGHTS:

There is one light down about 7 lights from the Marywood corner. Ms. Galvan will send someone to get it fixed.

#### VOLUNTEERS:

Nothing to report.

### MANAGEMENT REPORT-

- Ms. Galvan gave a summary of the Violation Report, Homeowner Communication Log, and ACC Application reports.

## OLD BUSINESS

- Marywood Wall Survey: Ms. Galvan presented two bids for a survey on the wall that separates Fleetwood and Marywood. One of the bids stated they would need access to Walkwood Dr and Marywood. The Board asked Ms. Galvan to find out what kind of access they would need and if we could arrange for that with the Marywood homeowners.
- Fence Policy: On Hold pending review by Directors Craig and Swanson

## NEW BUSINESS

- Election of Officers: After discussion a motion was made, seconded and passed to appoint the following officers:
  - President: Anthony Choueifati
  - Vice President: Sharon Swanson
  - Treasurer: Justin Wilson
  - Secretary: Charlie Menefee
  - Director: Jen Gresley
  - Director: Andrea Kunkel *Director Javier Chavez*
- Committee Assignments
  - Landscaping: Sharon Swanson
  - Security: Jen Gresley
  - Walls, Streets, Alleys, Sewers, and Lights: Justin Wilson
  - Volunteers: Charlie Menefee
  - Trash: A motion was made to add a trash committee. The motion did not pass.

## OTHER BUSINESS

Ms. Galvan presented a document prepared by RMWBH (attorney) that talked about the newly passed Corporate Transparency Act and all it entails. After discussion the Board unanimously agreed to pay the \$600 to have the attorney file all the pertinent information to keep the association in compliance.

## HOMEOWNER OPEN FORUM

There were no homeowners present.

## NEXT BOARD MEETING DATE

March 26<sup>th</sup>, 2024

## ADJOURNMENT

There being no further business to come before the Board by the membership, a motion was made to adjourn into executive session at 7:13pm

## EXECUTIVE SESSION

The Board reviewed the Delinquency Report, Enforcement Action Reports & Legal Status Report.

## Adjournment to Open Session:

No actions were taken,

## Adjournment:

With no other business, the meeting adjourned the meeting at 8:20 pm

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Authorized Signer

\_\_\_\_\_  
*3/26/24*  
Date