

**Amber Wood at Fall Creek Homeowner Association, Inc.
Board of Directors Meeting Minutes
September 1, 2016**

In attendance:

Board Members		Management		Guests	
X	Sauda Callahan, President	X	Abigail Castrejon	X	Shirley Lary
	Sabina Scott, Vice-President			X	Michelle Barry
X	Laura Flocks, Secretary				
X	James E. Hughes, Treasurer				
	Drew McKay, At Large				

(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 6:31 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:** A question from resident about the schedule for power washing was answered by Jim Hughes: power washing is deferred until next year after Reserve Study is finalized in January or February. A suggestion was made to purchase a power washer for the subdivision for homeowners use. This suggestion is to be discussed at Annual Meeting. A concern was voiced about mold not being removed when gutters are cleaned. Jim explained that mold removal would be an added expense. Another question about roof repairs being done due to age or defect and Jim stated that they were due to age. Another concern was voiced about termites. A suggestion was made that homeowners need to be educated about termite control since pest control is the homeowner's responsibility. Information about termite control should be included in a newsletter or on the webpage.

Call Business Meeting to Order:

6:50 P.M.

Actions between Meetings:

Lintels over all garages and front doors were repaired and painted.

Approve Minutes of Previous Meeting:

Jim Hughes made the motion to accept the minutes of the September 1, 2016 as written. A second was made by Sauda Callahan, with motion passing unanimously.

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Treasurer's Report:

- a. **Cash Balances** – Jim Hughes reported that the HOA is over budget because of repairs. Ongoing issues concerning age of houses as addressed in Reserve Study indicate a raise of \$20.00 per month in HOA fees is required.
- b. **Delinquencies** – Some fees were still going to Spectrum by mistake. All have been notified and most are in progress. \$12,000 is still pending.
- c. **Review Financial Reports and Audit** – Audit is pending until questions are resolved. A homeowner suggested that that the balance sheet should have financials separated by cash and reserves. Also, a disclosure should be added as to what the reserve should be.
- d. **2016 Budget & Assessments** – Mr. Jim Hughes reported that based on actuals through August, repairs will be done as requested. A motion was made by Sauda Callahan to approve the budget. A second by Laura Flocks, with motion passing unanimously.

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** – no report
- e. **Landscaping Report** – no report
- f. **Webpage Report/News Letter** – no report
- g. **Architectural Control Committee**- no report.

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Executive Session

Collections

1. **Enforcement Action** – The delinquency status report was reviewed. A motion was made by Jim Hughes to wave all late fees for E7317, E7313 and E7216. A second by Sauda Callahan, with motion passing unanimously.
2. **Owners Request**- No report

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 November 10, 2016 at 6:30 P.M. at the clubhouse located at Fall Creek Information Center, 7930 Fall Creek Bend, Humble, Texas 77396.

Being no further business; the meeting was adjourned by the President, Sauda Callahan at 8:02 P.M.

Submitted by: Laura Jacks, Secretary

Date: 11/10/16
Sauda Callahan, President
[Signature], Management