

Glen Laurel Homeowners Association, Inc.

Board of Directors Meeting Minutes

October 13, 2011

Present

Cindy Perez, President
Linda Le, Secretary/Treasurer
Terri Salter, MASC Austin Properties, Inc.

Absent

Carter Boone, Vice-President

Due to notice of meeting and establishment of quorum, Director Cindy Perez called the meeting to order at 7:00 P.M. The meeting was conducted at MASC Austin Properties, Inc. located at 13726 Florence Road, Sugar Land, TX 77498.

Visitors/Homeowners

- Eric Babnew, Crime Prevention Officer – No crimes were reported between September and October.

Approval of Minutes

- The meeting minutes for the September 8, 2011 Board of Directors meeting were read and approved as written.

Financial Report

As of September 30, 2011, API reported the following:

- Amegy Operating Account \$ 20,380.78
- Sterling CD \$ 11,191.34
- Independence CD \$111,972.89

As the Sterling CD recently matured in July 2011, the Board approved the cash-out of this CD.

Delinquency Report

As of September 30, 2011, 98.93% had been collected.

Old Business

- Community Website
 - Prepared Publications presented to the Board a proposal, which included three (3) options for the design and maintenance of the Glen Laurel website.
 - The Board approved Option #1: Basic 5 page website created through hosting/building service. The option includes an initial setup fee of \$1,000 and a monthly maintenance fee of \$75.
- City of Sugar Land Solid Waste Cart Delivery
 - The Board concluded that the storage of the new waste and recycling carts need to remain in compliance with the community deed restrictions. The storage of waste carts need to remain out of public view.

New Business

- Aquatico Pool Contract
 - The contract for the 2012 pool season is pending and will be submitted to the Board for approval once complete.
- Pool Headcounts & Inventory
 - Aquatico provided the Board the headcount/attendance schedule for the 2011 Pool Season and inventory of pool equipment and furniture.
 - The Board will review the data provided and revise the 2012 Pool Season hours and schedule.
- Right-of-Way Landscaping & Maintenance Contract & Water Cost Reimbursement Agreement
 - The City of Sugar Land provided the Board a map of the common areas along W. Airport that are reimbursed.
 - Terri Salter of MASC Austin Properties will inquire if the common areas reimbursed include the area along Burney Road and W. Airport between Mason Road and The Reserve.
- Lake Management Services Contract
 - Lake Management Services, LP submitted a proposal for service at a fee of \$900/month for the period beginning 1/1/2012 and ending 12/31/2012.
 - The Board approved the proposal.

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- Management Agreement Addendum
 - Terri Salter presented the Board an Addendum to Management Agreement dated 5/1/2005.
 - Amendments to the contract provided a schedule of fees for Architectural Control Committee Processing, Billing, Collection Costs, Mail Outs, Management Fees, Minutes, Notaries, and Transfer/Refinance/Resale Fees.
 - The Board approved the Addendum to Contract.

Schedule of Next Meeting

The next meeting is the Annual Meeting scheduled for Thursday, November 10, 2011 at 7:00 PM at the Eldridge Park Conference Center in Sugar Land, TX 77498.

Adjournment

With no further business to be conducted, the Board adjourned the meeting at approximately 9:15 PM.

Accepted and Approved:

12/8/11
Date

12/8/2011
Date

C. Perez
President

[Signature]
Secretary