



**Townewest Homeowner's Association, Inc.
Board of Directors Meeting Minutes- September 15, 2022**

Board Members		Management		Guests	
X	Robert Fuentes	X	Kari Lemoine, Sterling ASI.		
X	Miriam Lewis				
X	Jose Luis Fuentes Mendoza				
X	Angela Massaro				
X	Stephanie Jeanpierre				

Call Meeting to Order

Due notice of meeting and a quorum established, the meeting was called to order at 7:09 PM. The meeting was conducted at the clubhouse, 10322 Old Towne Lane, Sugar Land, TX 77498 and via zoom.

Call Open Forum to Order

- a. Residents- Ms. Schmidt asked what the new board positions were. Jacki also asked if there was a facilities maintenance committee and if not does the community need one.
- b. Mrs. Snell came to thank the board for the pool monitor position and she would like to come back next year.

Call Business Meeting to Order

Approve Minutes of the Previous Meeting

- a. Robert would like to postpone approving the minutes until the executive session to discuss.

Committee Reports

- a. Architectural Control Committee — Jose motioned to appoint Jacki as the chairperson for the ACC committee, it was seconded by Angela, all were in favor, motioned passed. The new ACC form needs to be put on the website.
- b. Nominating Committee — Nothing at this time.
- c. Recreation Committee
 1. National Night Out will be October 2nd, Halloween event will be on October 31st, and the Christmas event will be held on December 18th.
 2. Robert asked Jacki if she could get a blood drive together for the community. Jacki stated she will call and see if she can get it scheduled for November.
 3. For NNO it was brought up to possibly have the election crew come out to register voters.
- d. Beautification Committee-



1. Three homes were chosen and all clear to receive the signs for the front yard. Stickers will be going on the current signage to return back to Sterling to receive their gift cards.
2. There will also be a Halloween Decorating contest and Christmas Decorating contest.
- e. Maintenance Committee- Nothing at this time
- f. Pool Committee — Miriam stated the pool is closed. The final deposit will be made for concessions once the pump room has been cleaned. Robert asked that the that something be put in place for the registration at the pool.
- g. Publicity Committee
 1. The Board would like Monty from Prepared Publications to attend the meeting on October 20th.
 2. Mr. Fuentes asked that all board members respond to emails.

Treasurer's Report

- a. Cash Balances — Miriam Lewis reported the association's cash balances at \$702,247.78 as of August 31, 2022.

Old Business

- a. Clubhouse- Nothing at this time
- b. Gulfstream Park-Nothing at this time
- c. Tennis Court- The gate was discussed and the options the board would like to see for the gate. Automatic gate card or combo key pad code.
- d. Common Area- Board would like to know the cost of the Caution signs for the kids if ordered in bulk.
- e. Streets- Currently waiting on the attorney to put together a meeting to discuss.
- f. School Traffic- Jose motioned to communicate with Harmoni and Kipp school about the traffic issues the community is facing with regards to the school pick up lines.

Executive Session: 8:21pm

Reconvene in Open Session and Report on Action Approved During Executive Session

- a. **Mr. Fuentes stated he wanted to make sure everything is getting reported in the minutes. Jose will be taking the minutes moving forward starting with the next meeting on October 20th. Mrs. Lewis made a motion to approve the August 2022 minutes, Angela second the motion and all were in favor.**
- b. **Mr. Fuentes asked that everyone on the board moving forward to please be well mannered and professional at all times.**



- c. The board would like for the association attorney to send a letter to previous council demanding all account information for account number 318830.
- d. The board would like to table the power washing bids until after winter.
- e. The board would like the bids for the pool awning to extend the roof by April 2023.
- f. There are some wrought iron repairs that are needed at the park. Kari will work on getting bids for this.
- g. The little free library locations were discussed. Micki can meet Elizabeth to show the location at the clubhouse the board would like.

Set Time, Date, and agenda of Next Meeting/Adjournment

Budget workshop will be held on October 6th at 6pm.

The next meeting is scheduled for October 20, 2022 at 7:00 PM to be held at the clubhouse, 10322 Old Towne Lane, Sugar Land, TX 77498.

With no further business to be conducted, the meeting was adjourned by President Robert Fuentes at 9:16 PM.

Date:

President:

Secretary:

Management: