

# Glen Laurel Homeowners Association, Inc.

## Board of Directors Meeting Minutes

January 12, 2012

### Place

MASC Austin Properties Inc., 13726 Florence Road, Sugar Land, Texas 77498

### Attending

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

The meeting was called to order at 7:05PM by President Perez.

### Open Forum

- Eric Babnew, Crime Prevention Officer - One residential burglary was reported between December 2011 and January 2012.

### Actions Between Minutes

- No actions were taken since the last Board of Directors meeting.

### Meeting Minutes

- Approval of Meeting Minutes
  - The meeting minutes for the December 8, 2011 Board of Directors meeting were read and approved as written.
- Treasurer's Report
  - Cash Balances - As of December 31, 2011, API reported the following:
    - Amegy Operating Account \$ 65,974.51
    - Comerica CD \$ 11,195.47
    - Independence CD \$111,972.89

As the Comerica CD matured in July 2011, the Board approved the cash-out of this CD. As of the date of the meeting, the CD had not been cashed-out due to the acquisition/merger of Sterling Bank with Comerica. Terri Salter is working with the bank to have the CD assigned to the current Board.

- Delinquency Report - As of December 31, 2011, 99.03% had been collected.
- Management Report
  - Correspondence – The Board received one email from a resident with concerned about parking the in the cul-de-sac.
  - Pool Report – The replacement of pool furniture straps is scheduled to occur in March/April.

### Executive Session

- Contracts
  - Pool
    - The Board discussed revising the pool hours and schedule for the 2012 Pool Season.
  - Landscaping
    - **A MOTION PASSED** to approve the proposal from KevLawn to replace eight (8) trees in along W. Airport Boulevard at a cost of \$1,593.75. (Motion – Perez; 2<sup>nd</sup> – Boone; Unanimous).
    - **A MOTION PASSED** to approve the renewal of the landscaping contract with KevLawn for a period of two (2) years from February 1, 2012 to January 31, 2014. The annual cost of the contract is \$101,800 plus \$6,362.50 tax. (Motion – Perez; 2<sup>nd</sup> Boone; Unanimous).
  - Fence
    - The Board requested a bid proposal from Jr. D Construction for the repair/replacement of the perimeter fence around Glen Laurel.
  - Meeting Signs
    - **A MOTION PASSED** to approve the design of the Board Meeting signs. (Motion – Perez; 2<sup>nd</sup> – Le; Unanimous).
- Annual Meeting By-Law Amendment
  - API has requested from Butler & Hailey a draft of the by-laws amendment addressing the election of directors in regards to a lack of quorum.

### Schedule of Next Meeting

The next Board of Director's meeting is scheduled for Thursday, February 9, 2012 at 7:00 PM at MASC Austin Properties in Sugar Land, TX 77498.

### Adjournment

With no further business to be conducted, the Board adjourned the meeting at approximately 10:00 PM.

Accepted and Approved:

2/9/2012  
Date

2/9/2012  
Date

C. Perez  
President

[Signature]  
Secretary