

**Parkglen West Community Improvement Association  
Board of Directors Meeting  
April 20, 2021  
MASC Austin Properties, Inc.  
945 Eldridge Road, Sugar Land, TX 77478  
Agenda**

- I. Call Meeting to Order**
- II. Call Open Forum to Order**
  - a. Guests**
  - b. Resident Input**
- III. Call Business Meeting to Order**
- IV. Actions between Meetings**
  - a. Summarize Unannounced Meetings if any**
    - i. Harris County Flood Control District**
  - b. Ratify Actions Approved between Meetings, if any**
- V. Approve Minutes of Previous Meeting**
  - a. March 16, 2021**
- VI. Committee Reports**
  - a. Beautification Committee – Marie Garza**
  - b. Landscaping Committee – Cynthia Young**
  - c. Garage Sales – Marie Garza**
  - d. Communications Committee – Cynthia Young**
    - i. Website – [www.parkglenwest.com](http://www.parkglenwest.com)**
  - e. Park Committee – Marie Garza/ Don Robertson**
    - i. Park tables- Table until March/April**
    - ii. Swing seats- Table until June/July**
  - f. Pool Committee – Don Robertson**
    - i. Gazebo roof- Table until March/April**

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- g. Security Committee – Cynthia Young**
- h. Signs Committee – Maria Lopez**
- i. Social Committee – Cynthia Young/ Marie Garza**
- j. Alief Super Neighborhood Council #25 – Cynthia Young**

**VII. Treasurer’s Report**

- a. Cash Balances**
- b. Delinquencies**
- c. Review Financial Reports**

**VIII. Management Report**

- a. Correspondence received by Association, Directors, Management**
- b. Association Business and Operation**
  - 1. TownSq App Implementation**
    - a) Email Blast Transition**
    - b) Owner Forum Function - Forum Guidelines**
  - 2. 2021 Pool Season**
    - a) Covid Polices**
    - b) Power wash pool area**
  - 3. Insurance renewal- May 15, 2021**
  - 4. Power wash playground equipment**
- c. Common Area Maintenance Report**

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**IX. Executive Session**

**The Board may convene an Executive Session, as needed, to consider actions involving personnel, litigation, contract negotiations, enforcement actions, attorney communications or other confidential information as allowed under Texas Property Code section 209.0051**

**a. Collections**

- 1. Enforcement Action**
- 2. Owner Requests**

**b. Deed Restrictions**

- 1. Architectural Control**
- 2. DRV Enforcement Action**
- 3. Owner Requests**

**c. Attorney File Review**

**X. Reconvene in Open Session and Report on Actions Approved During Executive Session**

**XI. Set Date, Time and Agenda of Next Meeting/Adjournment  
May 18, 2021 @ 6:00 P.M., by Teleconference**