

CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC

BOARD OF DIRECTORS MEETING

Date: October 10, 2005

Time: 7:00p

Location: CMHOA Clubhouse, 6007 Mt Bonnell Rd, Austin, TX, 78731

1. CALL TO ORDER: 7:03p. Present at the meeting were Mr. Browder, Mr. Grant, Mr. Joseph, Mr. Kline, Mr. Oppenheimer, and Mr. Chargualaf. Mr. Kline had to leave before the meeting adjourned.

Others attending the meeting were Mr. Adkins, Ms. Jastram, Mr. Otto, and Mr. Thomas.

2. MEMBER FORUM: No issues or questions were presented by members.
3. APPROVAL OF MINUTES: Draft minutes for review, correction, and approval.
 - a. Reviewed and corrected 9/06/05 minutes of Board of Directors Meeting. Mr. Grant moved to approve, seconded by Mr. Browder, motion passed unanimously.
4. FINANCIAL REPORT: Discussion of Association's financial activities and status.
 - a. Bookkeeping Conversion Update: The Manager summarized the status of the conversion to in-house bookkeeping of Association finances. Ms. Librach is setting up owner accounts and the Manager will be attending a QuickBooks training class this month. Mr. Oppenheimer thanked the Manager and Ms. Librach for their work on this project.
5. MANAGER'S REPORT: Discussion of Association projects, incidents, and owner issues.
 - a. The Board discussed a dues delinquency by an owner who had requested reimbursement for bank charges that the owner incurred to get a copy of an account statement. Mr. Grant asked if the owner was delinquent in paying dues. The Manager explained that the owner was and the Board declined to reimburse the owner for this reason.
 - b. The Board discussed two requests to trim trees in the Common Area. The first request was from Ms. Rutishauser (6101 Mountain Villa Cove) to use a tree-trimming service other than Tru-Green. Mr. Grant moved to approve pending verification that the service had certified arborist on staff and standard third-party liability insurance coverage. The motion was seconded by Mr. Browder, and it passed unanimously. The Manager will contact the Rutishausers to verify this information. The second request was from Mr. Fenig (4603 Twin Valley Circle), who was willing to pay for tree-trimming by Tru-Green to restore the view of Lake Austin. Mr. Grant moved to approve Mr. Fenig's request. The motion was seconded by Mr. Browder, and it passed unanimously. The Manager will contact Mr. Fenig.
 - c. The Board discussed a complaint about a crime involving damage to and loss of personal property by the guest of an owner. The Manager indicated that the cost of contracting a security service for minimum patrolling (i.e., two drives/ eve at midnight and 4a) would be nearly \$15/mo per owner. The

Board decided that most owners would not be willing to pay an additional \$180/yr in a special assessment for the security service.

- d. The Board discussed a request by Mr. Allen (5900 Westslope Drive) to trim crowded trees along his property line because he was concerned that they were a fire hazard. Mr. Oppenheimer explained that he and the Manager has visited the area and that the Fire Committee's report showed that this was not a high-risk area. Mr. Grant encouraged Mr. Allen to follow-up with Mr. Spelman, who chaired the Fire Committee when the fire risk assessment was completed.

6. OLD BUSINESS:

- a. Review of Dues Collection Policy: The Board continued discussion of the proposed dues collection policy. Mr. Grant and Mr. Oppenheimer debated the costs and benefits of accelerating payment-in-full from 300 days to 60 days of delinquency. Mr. Otto explained to the Board that this change was made to make the 10% per annum interest collectible. Mr. Browder moved to adopt the proposed dues collection policy with the provision that the 60 days of delinquency be changed to 90 days. Mr. Grant amended the motion to include "no negotiation of the 12-month acceleration amount will be allowed after 90 days has expired; but, negotiation is allowed on making payments or setting up a schedule to make payments over the next 90 days." The motion was seconded by Mr. Joseph. Mr. Browder, Mr. Joseph, and Mr. Oppenheimer voted for the motion, no one voted against it, and Mr. Grant abstained. The motion passed. Mr. Grant will work with Mr. Otto to make revisions and produce a final copy of the new policy. The Board discussed informing owners of the new policy. Mr. Oppenheimer will write a letter and send to all owners and an article covering the new policy will be included in the next edition of the *CMHOA Newsletter*.
- b. Lighting for Clubhouse Sign: The Manager completed this project earlier this month.

7. COMMITTEE REPORTS: Status of committee activities

- a. Environmental Control Committee: Mr. Adkins reported that the committee is preparing a form that will simplify and standardize the process for submitting Lot improvements to the ECC. The committee hopes to have the form ready for trial use in the next month.
- b. Communications Committee: Mr. Joseph announced that the website had 240+ visitors during its second month of service. These visitors viewed 870+ pages of information. The website continues to be updated; recently, a new calendar format was added. The format includes meeting dates, times, and agendas for those interested. The website also will soon include Association budget information. Mr. Joseph said that 81 members completed the 2005 Member Survey. A random drawing was held for the \$100 gift certificate to Siena Restaurant. Dr. Mark Shannan was randomly selected from the list of members who completed the survey and he is the lucky winner of the \$100 gift certificate from Siena Restaurant. Congratulations, Dr. Shannan and thanks to the members who took the time to complete the survey. An article summarizing the survey results will be published in the next *CMHOA Newsletter*, which will be distributed next month.
- c. Social/Activities Committee: The committee is planning a Holiday Party and Food Drive. The committee is planning to reserve the clubhouse from 5-8p on Dec 4th or 11th, and it is working to secure food and beverage donations for the event. In addition, the committee is planning a Holiday Food Drive to

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- benefit the Capitol Area Food Bank. Look for more information soon on the website.
- d. Welcome Committee: The committee formulated a statement of objectives and will be meeting as soon as possible to fully organize this Association service.
 - e. CCR Review Committee: Mr. Otto and the Board scheduled a special meeting to discuss bylaw Revisions on October 26, 2005 at 6:30p. On behalf of the Board, Mr. Oppenheimer commended the CCR Review Committee for their exceptional work in formulating revisions to the bylaws.
8. NEW BUSINESS:
- a. Dues Payment Coupon Books: Mr. Oppenheimer reported that he had found a company that could print dues payment coupon books. The costs to print these books are less than those for the current method; hence, the Association could save several hundred dollars. The books include monthly coupons and mailing labels with the Association's address. Mr. Browder moved to adopt the payment coupon books for 2006. Mr. Grant seconded the motion, and it passed unanimously.
9. NEXT MEETING: Special Meeting to Discuss Bylaw Revisions, October 26, 2005, 6:30p; Regular Board of Directors Meeting, November 14, 2005, 7:00p at the clubhouse.
10. ADJOURNMENT: Motion by Oppenheimer, seconded by Browder, motion passed unanimously. Meeting adjourned at 8:39p.

Minutes submitted by the Board of Directors' Secretary, Kurt Joseph.

THESE MINUTES HAVE BEEN APPROVED BY THE BOARD OF DIRECTORS.