

**Cat Mountain Homeowners Association, Inc.**  
**Board of Directors Meeting**

**Date:** Minutes for the meeting of September 10, 2007

**Time:** 6:30 pm

**Location:** CMHOA Clubhouse, 6007 Mt. Bonnell Road, Austin, TX 78731

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- 1. Call to Order:** 6:30 p.m. Present at the meeting were Board Members Mr. Adkins, Mr. Ma, Mr. Joseph, Mr. Johnson; Association Manager, Jesse Chargualaf.  
Others in attendance included Mr. Dully and Ms. Adkins.
- 2. Member Forum:** No new issues or questions were presented.
- 3. Approval of Minutes:** Draft minutes for review. Notation to correct spelling of Mr. Dully's name. Motion by Mr. Joseph to approve with corrections. Second by Mr. Johnson. Approved by acclamation.
- 4. Financial Report:** Discussion of Association's financial activities and status.
  - a. Clubhouse Repairs** (north wall): Repairs exceeded anticipated costs due to unanticipated damage beneath wall paneling. Money to be moved from Reserve Fund to cover costs.
  - b. Reserve Fund:** It was noted that the money to cover certain items (e.g., water heater, refrigerator, etc.) have been expensed rather than being drawn from the Reserve Account Fund and this needs to be rectified. The current stipulation is that \$35,000 be transferred into the Reserve Fund annually (Jan. 1) to cover future scheduled maintenance and replacement of Association assets.
  - c. Financial Reports:** There was discussion on how to further fine-tune the financial reports to provide for more consistency and year-to-year and year-to-date comparisons. The manager and various members described current handling of financials and interaction between the online bank accounts, the Association's use of QuickBooks, and information delivered to the Association bookkeeper for preparation of financial statements.
  - d. Formatting Issues of Financial Reports:** Mr. Joseph had prepared for presentation to the Board a sample two-page financial report containing information typically studied by the Board including balance sheet and P&L statement and suggested its adoption over the multiple-page documents currently provided to Board members. The consensus of Board members was to stay informed about cash on hand; expenditures; and YTD comparison with annual budget. It was suggested that this information might also be placed online for homeowners access.
  - e. Delinquency Report:** Mr. Ma agreed to undertake an analysis of homeowners 60 days plus past due.
- 5. Manager's Report:** Discussion of Association projects, incidents, and owner issues.
  - a.** Mr. Chargualaf reported that DTR had damaged an AC line during its repair of the north wall of the clubhouse for which he had to call Stramm to repair. The bill will be forwarded to DTR for payment.
  - b. Pool Repairs:** The decision was made to continue soliciting bids on retaining wall repair since no action can be taken until the swimming season concludes. The sand filter developed a crack and it had to be replaced.
  - c. Mtn. Villa Cove Retaining Wall:** Two bids have been submitted. It was suggested that Mr. Chargualaf have DTR and Connelly submit bids as well for Board review and comparison.
  - d.** No action has been taken on the Mount Bonnell flower beds due to action on overhanging vegetation in other areas and lingering summer heat.
  - e.** Vegetation overhang removal to be complete in three days time.

- f. Mr. Chargualaf reported on miscellaneous homeowner requests.
- g. Mr. Chargualaf also reported several cases of Association vandalism, one at the Clubhouse pool where someone had unscrewed a light that consequently exploded. The Board discussed the previous month's suggestion of installing a security camera at the Clubhouse premises. A motion was made for Mr. Ma to make an expenditure not to exceed \$75 for the purchase of a camera and signage. Seconded by Mr. Joseph. Approved by Board. Further vandalism was reported at the home of Ms. Joyan where someone had climbed up the elevator installation and jammed up the mechanism.

## **6. Old Business**

### **a. Clubhouse Wall Repair**

This item of business was taken up earlier in the meeting (see 4. a. above).

### **b. Clubhouse Swimming Pool Estimates**

These were reported above in Manager's Report (see 5. b. above).

### **c. Mt. Bonnell Flowerbeds**

No action as reported above in Manager's Report.

### **d. Mountain Villa Cove Retaining Wall**

Reported above in Manager's Report (see 5. c. above).

### **e. 4606 Limestone Circle Violations**

Mr. Adkins, Mr. Joseph, and Mr. Dully to address this issue with various homeowners on Limestone Circle.

## **7. Committee Reports: Status of committee activities:**

### **a. ECC Report**

4401 Jessamine Hollow: Mr. Adkins to contact if noncompliance.

### **b. Communications Committee Report**

Mr. Joseph reported he had received advertising income from two more companies wishing to be listed in the next newsletter. He has additionally received two more inquiries in this regard.

### **c. Social Activities Committee**

- i. Mr. Adkins extended heartfelt gratitude to Mr. Joseph and Mr. Chargualaf for all their hard effort on the recent Association Summer BBQ.
- ii. Holiday Celebration — There was discussion on when to schedule the holiday party. It was agreed that both the evenings of the December 2nd and 16th would be reserved until a final determination on date is made. Mr. Joseph will contact Macaroni Grill for their possible participation.
- iii. Fourth Quarter Newsletter — Publication is scheduled for mid-November. There was discussion on how to promote the upcoming food drive.

### **e. Welcoming Committee**

Mr. Chargualaf reported two new homeowners have moved into the neighborhood: Alex Chaniotis and Veronica Barrio at 4707 Hickory Hollow.

### **f. CCR's & Bylaws Review Committee**

There have been several nominations for new members to this committee and Mr. Adkins is to follow up.

**7. New Business****a. Parking and Neighborhood Patrol**

Suggestion made by homeowner to consider parking and Neighborhood Watch-type patrols in the area and these suggestions were discussed. No action was taken.

**b. Appropriation of Funds in Emergency Situations**

Because of the sand filter emergency that occurred this past month, it was suggested that the Association Manager should be authorized by the Board to spend up to some amount in behalf of homeowners for unanticipated emergencies. A motion was made by Mr. Ma to authorize the Association Manager to spend up to \$1,000 on any emergency situation without prior Board approval and to inform the Board of any such action within the next 24 hours. This was seconded by Mr. Joseph and approved by the Board.

**c. Power Washing Retaining Walls**

A homeowner sent in a request for the Board to consider making an expenditure to power clean retaining walls in the community. An estimate for one particular neighborhood in question was \$500. The Board discussed the possibility of procuring the equipment for the Association and undertaking the labor itself, but it was agreed that this might create liability, maintenance and storage problems. The Board determined to defer a decision at present and to consider bringing this issue up during the Annual Meeting. In the meantime, the Board instructed Mr. Chargualaf to get an estimate of what it would cost the Association to power wash all the retaining walls therein.

**9. Next Meeting:** Monday, October 8, 2007 at the CMHOA Clubhouse**10. Adjournment:** Motion by Mr. Joseph to adjourn. Seconded by Mr. Johnson. The Board adjourned at 9:00 p.m.

**Environmental Control Committee Report**  
**10 September 2007**

1. 6103 Twin Ledge Cove. Swimming pool completed
2. 4501 Knapp Hollow. Patio and door replacement complete.
3. 4825 Twin Valley Drive. Addition Completed
4. 5802 Westslope Cove. Ridge pole taken down. Construction was to have started, but is delayed.
5. Mr. Sides reports that Joyan addition will be 2 feet lower than plan.
6. 6110 Mountain Villa Circle. No further progress noted.
7. Expecting plans this week for 6118 Mountain Villa Cove and 4607 Twin Valley Circle.