

**CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC**

**MEETING OF THE BOARD OF DIRECTORS**

**Date:** December 14, 2009

**Time:** 6:30 pm

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

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1. CALL TO ORDER. Present at the meeting were: Directors Mr. Schley, Mr. Oppenheimer, Mr. Harrison, Mr. Grant and Mr. Dully; Manager Jesse Chargualaf.
2. MEMBER FORUM. No member participated in the Member Forum.
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS' MEETINGS OF November 9, 2009.

Mr. Grant moved that the draft minutes of the November 9, 2009 regular meeting be approved; seconded by Mr. Harrison; the motion was unanimously adopted.

4. FINANCIAL REPORT

a. November 2009 Financial Statements

Reviewed. The Treasurer reported that the Association's financial results continue to be consistent with the budget; he also indicated that the reported results included depreciation expense in excess with what was budgeted and that he would get together with the Bookkeeper to ensure that the depreciation amounts properly reflect the Association's depreciable assets, given that as time passes, many assets were fully depreciated. Other than that, there were no items in the November financials that required discussion or comment.

b. Review delinquent accounts.

Reviewed. The Manager indicated that the \$10,305 total amount reported by the Association's Bookkeeper as of the end of the month of November is actually \$1548 as of December 8. The Directors agreed that no action was necessary under the Collection Policy with respect to any account not already referred for collection. In light of the fact the Manager was leaving on vacation as of December 12, the Treasurer agreed to contact the Association's Bookkeeper at preparing an updated delinquency amount as of December 15.

c. 2010 Homeowners Assessments

The Manager reported that the coupon books had been mailed out on November 23, 2009.

- d. The treasures indicated that he will consult with the Association's Bookkeeper to develop the information to allow preparation of the 2010 budget.

## 6. MANAGER'S REPORT

Reviewed: No matters requiring action by the Board were noted; the Manager's actions were viewed as appropriately addressing the matters listed.

## 7. OLD BUSINESS

- a. 4401 Jessamine Hollow: Discussed. Discussed, Mr. Dully offered to assist in the development of the information requested by the attorney during the absence of the Manager on Vacation. The Association's attorney's indicated that the Association would begin discovery, including scheduling a deposition of the homeowner in late January 2010.
- b. 4710 Autumn Leaf Hollow: The Manager reported that the outstanding matters had been resolved.
- c. Complaint by owners of 4607 Lime Stone Circle: The President reported that he had discussed the outstanding matters with the new owners of 4505 Lime Stone Circle, and they indicated receptivity to working towards resolution of the concerns of their neighbors. The Treasurer reported that he had spoken to the owners of 4607 Lime Stone Circle, and they indicated they had spoken with their neighbors and were receptive to arriving at a resolution.
- d. 6118 Mt. Villa Cove Demolition: The Manager reported on that the demolition was complete.
- e. Update on 5900 Balsam Hollow drainage on to street: The Manager reported that the drainage improvement work was complete as of November 14, 2009.
- f. Update on 5918 Northwest Place condition of property: Mr. Dully will talk to the Association's attorneys to start the enforcement process. The President and Mr. Dully offered to have a final talk with the owner to discuss the Association's intentions to move ahead with the enforcement process if adequate progress to resolution was not forthcoming.
- g. Update on Mt. Villa Cove drainage improvements; the Manager reported that as a result of the demand of other administrative priorities, he had not been able to turn his attention to the improvements authorized at the November Board meeting. The manager indicated that he expected to complete the work by the January Board meeting.
- h. Update on Farmers Insurance proposal: The Manager, Mr. Dully, and Mr. Harrison met with Mr. Perkins of Farmers, but did not find the information provided to be what was expected. They subsequently meet with Janice Beck, the representative of the

Association's insurance broker. Ms. Beck will prepare a comparison providing information sought , and a follow-up meeting with Ms. Beck will be scheduled.

#### 8. NEW BUSINESS

##### a. 2010 Annual Meeting of the Members:

Mr. Oppenheimer discussed the need to issue the letter to the Members indicating that three positions on the Board will be up for election at the 2010 Annual Meeting. In order to hold the meeting at or about the time indicated in the Bylaws, or the third Wednesday in February, the Directors discussed that letter advising the Members of the positions on the Board up for election should be sent by the end of December, so that the notice of the Meeting can be issued by mid-January. The Manager pointed out that in 2010, the third Wednesday in February falls on Ash Wednesday. The Directors, accordingly, discussed that it would be advisable to move the targeted Annual Meeting date to February 24, or the Wednesday in the following week. With that date, the Directors discussed that issuance of the notice of the Annual Meeting as of January 18, or approximately 37 days would be appropriate. The President and the Manager will consult after the Manager returns from Vacation in connection with the preparation of drafts of the other documents for the 2010 Annual Meeting.

#### 8. COMMITTEE REPORTS:

- a. Environmental Control Committee. No formal meetings of the ECC occurred during November. Some minor matters, such as repainting, etc., were addressed through individual review by the members.
- b. Communication Committee. The final 2009 Newsletter was mailed to the owners on November 23, 2009. There was discussion of finding a replacement for the current Chairman of the Committee who had provided exemplary service over the past five years.
- c. Social/Activities Committee. The Holiday Party will be held on December 13. The Manager placed signs for the party at each entrance to the Association.
- d. Welcome Committee. The Committee welcomed one new owner, and the Manager provided the Committee with information as to four recent closing that occurred.
- e. Reserve Committee. The Committee Chair solicited suggestions from the Manager and Directors as to physical assets of the Association that might merit refurbishment and restoration. The Mt. Villa Cove drainage project represent the current improvement contemplated by the Association.

#### 8. NEXT MEETING – January 11, 2009

#### 9. ADJOURNMENT. Meeting adjourned at 7:45 pm.