

**DRAFT**

**CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC**

**MEETING OF THE BOARD OF DIRECTORS**

**Date:** January 11, 2010

**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 December 14, 2009.

Mr. Oppenheimer moved that the draft minutes of the December 14, 2009 regular meeting be approved; seconded by Mr. Harrison; the motion was unanimously adopted.

4. FINANCIAL REPORT

a. December 2009 Financial Statements

Reviewed. The Treasurer reported that the Association's financial results continue to be consistent with the budget and there were no items in the December 2009 financials that required discussion or comment.

b. Review delinquent accounts.

Reviewed. The Manager indicated that the \$8,529.97 total amount reported by the Association's Bookkeeper as of the end of the month of December is actually \$2,091.00 as of January 9. The Directors agreed that no action was necessary under the Collection Policy with respect to any account not already referred for collection.

c. 2010 Budget.

The Treasurer circulated the draft 2010 budget and explained the assumptions he employed in preparing the draft budget. After discussions, the following revisions were agreed upon by the Directors: the signage expense estimate should be increased to \$800 in consideration of the need to replace the sign at the Mt Bonnell road entrance; the amount for landscaping upgrades should be increased to \$4,000; and the capital budget amount for equipment and furnishings should be increased to \$15,000 in consideration of the need to replace the office computer and the desirability of replacing the clubhouse furniture which has deteriorated. Mr. Oppenheimer agreed to lead the effort related to replacing the clubhouse furniture.

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Discussed in connection with the 2010 budget was renewal of the Proscape contact for landscaping services which expires in March. The manager reported that he considers the services provided by Proscape to be very good. The President will initiate conversations with Proscape towards renewing the contract.

### **5. MANAGER'S REPORT**

Reviewed:

- a. Motion by Mr. Grant that the Manager be authorized to have the cottonwood tree in the common area adjacent to 4812 Twin Valley Drive trimmed so that it will not make contact with the house, or in the alternative, if after the Manager contacts the adjoining homeowners they have no objections to the removal of the cottonwood tree, be authorized to remove the cottonwood tree at the request and expense of the homeowner at 4812 Twin Valley; Mr. Dully seconded the motion; and the motion was unanimously adopted.
- b. The Directors discussed the area adjacent to Lantana Hollow affected by drainage from the houses on Mt. Villa Cove. The Manager reported that he had dug a trench to direct the water from the gully that comes down from Mt. Villa Cove to Lantana Hollow to direct the water to the paved area. The curb will need to be cut where the trench intersects the paved area. Mr. Schley moved that Proscape be requested to provide its opinion on directing the water that had cause the erosion of the common area adjacent to Lantana Cove; Mr. Oppenheimer seconded the motion, and the motion was unanimously adopted. In addition the Association will consider seeking the advice of the drainage expert that Mr. Oliveri had retained to address the drainage on his property.

### **6. OLD BUSINESS**

- a. Planning for the Annual Meeting of the Members: the Directors agreed to schedule the Annual Meeting of the Members for Wednesday, March 10, 2010. The letter soliciting nominations for the open Directors' positions up for election at the meeting will be issued by January 13 with responses due two weeks later, or January 27. The final materials for the Annual Meeting will be mailed by the February 8, 2010 Directors meeting.
- b. 4401 Jessamine Hollow: Discussed. The Manager will contact the prior insurance carrier to inform it of the claim, since the current carrier indicated that the complaint relates to a period during which its insurance was not in effect. The deposition of the homeowner is currently scheduled for January 26, 2010.
- c. 4607 Lime Stone Circle: The President reported that Stand Brothers had made an initial evaluation of moving the air conditioning units from the set-back area between 4605 and 4607 Lime Stone Circle and will provide advice as to where the units could be placed.

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- d. Update on 5918 Northwest Place condition of property: Discussed. Motion by Mr. Harrison that the Association's attorneys initiate an enforcement action against the owner of 5918 northwest Place; Mr. ms. Helms at Armbrust & Brown to advise her of the Board's decision.
- e. Update on Fine Policy: In light of his prior experience and contacts with Bob Burton regarding Association affairs, Mr. Grant offered to contact Bob Burton at Armbrust & Brown to discuss with him how the fine policy could be refined and enhanced.
- f. Update on Insurance proposal: Janice Beck, the representative of the Association's insurance broker, has prepared a comparison providing information sought by the Directors. It is expected that at the February 8, 2010 Board meeting, she will have suggestions to the Board on how the Association's insurance policy might be modified to reduce the cost by being better tailored to the Association's particular circumstances.

### **7. NEW BUSINESS**

- a. Clubhouse Use Policy:

Mr. Oppenheimer moved that the rental fee for the clubhouse be increased to \$100 an event and that the Manager be authorized to employ an outside service to provide clean-up after events at the clubhouse; Mr. Harrison seconded; the motion was unanimously adopted.

Mr. Harrison moved that the Association reaffirm its policy that the clubhouse may not be reserved over multiple dates for a prescheduled recurring activity involving non-members; seconded by Mr. Dully, the motion was unanimously adopted.

### **8. COMMITTEE REPORTS:**

- a. Environmental Control Committee. No activity involving the ECC occurred during December 2009.
- b. Communication Committee. The next newsletter will be issued before the Annual Meeting.
- c. Social/Activities Committee. The Holiday Party was held on December 13.
- d. Welcome Committee. The Manager provided the Committee with information as to two recent closing that occurred.
- e. Reserve Committee. Addressed as part of the 2010 Budget discussion in Item 4.c. above.

### **9. NEXT MEETING – March 8, 2010**

### **10. ADJOURNMENT. Meeting adjourned at 7:58 pm.**