

CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

Date: December 10, 2012

Time: 6:30 pm

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

1. CALL TO ORDER: 6:30 p.m. Present at the meeting: Directors Mr. Harter, Mr. Dully, Mr. Harrison, Mr. Blanchard, and Mr. Grant; and Manager Jesse Chargualaf.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS: Regular Meeting of November 12, 2012. Motion by Mr. Grant to approve the minutes with minor corrections; the motion was seconded by Mr. blanchard; the motion was adopted unanimously.
4. FINANCIAL REPORT
 - a. November 2012 financial statements: Reviewed. The Treasurer indicated that overall the financial results through November 2012 were generally consistent with the budget. Motion by Mr. Grant to approve the Financial Report; the motion was seconded by Mr. Harrison; the motion was unanimously adopted.
 - b. Review delinquent accounts: Reviewed. The Directors decided that no action was required at the current time, as collection actions for all accounts overdue under the Association's Collections Policy had been initiated for all overdue accounts other than one in bankruptcy. The delinquency amount was \$3,870 as of the end of October 2012; with payments received through December 7, 2012, the outstanding delinquency balance was \$1,800.
 - c. Status of the 2011 Audit: The President indicated that he will contact the auditor on the progress of preparation of the audited financial statements.
 - d. 2013 Budget: The Treasurer indicated that during November, nothing had occurred to warrant modification of the preliminary budget reviewed at the November 2012 meeting. After the financial results for December 2102 are received and analyzed, the 2013 Budget will be finalized for presentation to the Annual Meeting of the Members on February 20, 2013.
5. MANAGER'S REPORT: Reviewed.

The Directors discussed a proposal made by Proscap, the Association's landscaping contractor, in the amount of \$1,426.43 for certain landscaping improvements and plantings adjacent to the corner of the intersection of Northwest Place and Lookout Mtn. Drive. Motion by Mr. Harrison to approve the Proscap proposal; Mr. Grant seconded the motion; the motion was unanimously adopted.

6. OLD BUSINESS

- a. Update on Common Area clean-up to address potential wildfire hazard. The Manager reported that he had continued assembling cut branches and other dead materials to the south and west side of the Playscape towards the tennis courts. He estimated that it will cost at least \$3,000, with a likely maximum of \$4,000, for Proscape to remove the materials. He was awaiting a proposal from Proscape to haul away the materials when he has completed the work.
- c. Update on Common Area encroachment survey. Discussed. Mr. Dully and Mr. Harrison reported that they had completed the survey.
- d. Discussion and potential action on periodic covenant violations. No discussion.
- e. Status of the newsletter. The President indicated that the newsletter will be prepared quarterly and posted on the website.
- e. Update on fences behind 4611 and 4613 twin Valley Cove and 5907 Northwest Place. With respect to 4613, the Manager is preparing a drawing for placement of the fence within the property. The fence will be substantially the same as the existing fence, so resubmission to the ECC is not necessary to move it within the property lines. The Manager will contact the homeowners of 4611 Twin Valley Cove and 5907 Northwest Place regarding how they intend to proceed in light of the Board's determinations at its November 2012 meeting.

7. NEW BUSINESS:

- a. Planning for the 2013 Annual meeting of the Members. The Directors discussed the preparation for the 2013 Annual Meeting. The letter soliciting nominations for filling the two Directors' positions that become vacant in 2013 will be sent as promptly as possible, with a date to respond of January 7, 2013. The Annual Meeting of the Members will be held on February 20, 2013. After final review as part of the Directors Meeting to be held on January 14, 2013, the materials for the meeting, namely, the President's letter, Agenda, and Proxy/Ballot will be mailed to the members no later than January 21, 2013.
- b. Discussion and potential action regarding the Common Area adjacent to 4812 Twin Valley Drive: The Directors discussed the matter. A report for the file and to sent to the homeowner will be prepared documenting the matter, including: that the homeowner installed improvements, some of which intruded into the Common area; that when the Association brought to the homeowner's attention that certain of the improvements encroached into the Common Area, the homeowner made modifications to ameliorate these aspects of the improvements; that the Association did not instruct the homeowner what modifications to do; and the homeowner has no special privilege or right in the Common Area different from that of any other homeowner as a result of his actions.

8. COMMITTEE REPORTS:

- a. Environmental Control Committee: The Committee Chair provided a report on the activities of the ECC during November 2012.
- b. Communication Committee: See Item 6.e under “Old Business” above.
- c. Social/Activities Committee: The Chair of the Social Committee, Ms. Charlene Casillas, submitted a report discussing the Committee’s activities including the Holiday Party which was held on December 9, 2012.
- d. Welcome Committee: The Committee Chair provided a report on the activities of the ECC during November 2012. The Directors discussed potential actions to obtain items to be included in the welcome basket
- e. Reserve Committee: See Item 4.d, under “Financial Report.”

9. NEXT REGULAR MEETING – January 14, 2013.

10. ADJOURNMENT: The meeting adjourned at 8:45 p.m.