

CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

Date: January 14, 2013

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; Homeowners Jaime Arrott and Ray Bloch; and Manager Jesse Chargualaf.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS: Regular Meeting of December 14, 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. December 2012 financial statements: Reviewed. Discussed were the differences in categories between the actual amounts booked and the budgeted items. The Treasurer indicated that this was due to the general ledger containing a greater number of categories than the budget, and the Bookkeeper using the general ledger categories in the results for a given month. The Treasurer indicated that overall the financial results through December 2012 were generally consistent with the budget. The Directors discussed taking an attempt to align the budget closer to categories convenient to the Bookkeeper's ledger. The Manager was directed to ask the Bookkeeper to reclassify to the Telephone/Communications category, the expense she had classified as Consultant, because the expense pertains to maintenance of the website. 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 than one in bankruptcy. The delinquency amount was \$2,655 as of the end of December 2012; with payments received through January 11, 2013, the outstanding delinquency balance was \$2,205.
 - c. Status of the 2011 Audit: The President and Treasurer will be meeting with the Auditor on January 17, 2013, to finally review the audit papers and sign the client letter, so the Auditor can release the final audit report. The draft audit provided on December 19, 2012, was unqualified and did not raise any exception.

- d. 2013 Budget: The Directors reviewed the updated budget for 2013 reflecting the final results for 2012. The Directors discussed certain revisions to be included in the final 2013 budget to be presented to the Members at the Annual Meeting.

5. MANAGER'S REPORT: Reviewed.

The Directors discussed a proposal made by Cen-Tex Plaster to replaster the pool for an amount of \$9,292.50. Included in the proposal is \$3,000 to install dual drains in both the pool and the wadding pool to conform to the City Code. The Manager was directed to request Cen-Tex Plaster to explain certain "Miscellaneous" items which are included in the proposal but for which no cost is indicated other than an amount per quantity, i.e., square foot or linear foot, with no total indicated. When the Manager obtains clarification regarding this matter, the Directors will consider taking action on the work.

See also Items 6.a and 6.d under "Old Business" below.

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 northeast side of the Playscape towards the tennis courts. He also reported that on December 20 and 21, Proscape, the Association's landscape contractor hauled away approximately 2/3 of the materials that had earlier been assembled to be removed. He will arrange with Proscape to schedule removal of the remaining amounts previously assembled.
- b. Discussion and potential action on periodic covenant violations. See Item 7.a under "New Business" below.
- c. Status of the newsletter. The President indicated that the first newsletter will be prepared and posted on the website prior to the Annual Meeting of the Members on February 20, 2013.
- d. Update on fences behind 4611 and 4613 Twin Valley Cove and 5907 Northwest Place. Discussed. The Manager indicated that the owner of 5907 Northwest place requested guidance as to the property line of his fence. The homeowner can review the information the Association has pertaining to this matter. The owner of 4613 Twin Valley Cove will be obtaining a contractor's proposal regarding moving the fence to his property. The homeowner of 4611 Twin Valley Cove has not indicated to the Manager how he would intend to proceed.

7. NEW BUSINESS:

- a. Discussion and action on construction at 5815 Mt. Bonnell (5806 Sandalwood Hollow). The ECC has held its initial meeting on January 7, 2013, to review the construction. The ECC is awaiting a ridgeline letter confirming the proposed height of the structure. A subsequent ECC meeting will be convened to consider the information provided by the property owner.
- b. Planning for the 2013 Annual Meeting of the Members. The Directors discussed and approved the items to be mailed to the Members for the Annual Meeting on February 20, 2013, i.e., the President's letter, the Agenda, and the Proxy/Ballot. Upon receipt of the final versions of these

items from the President, the Manager will arrange to mail these items not later than January 21, 2013.

8. COMMITTEE REPORTS:

- a. Environmental Control Committee: The Committee Chair provided a report on the activities of the ECC during December 2012 and early January 2013.
- 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. The Directors discussed the budget for Social events. The amount previously included in the proposed budget will remain.
- d. Welcome Committee: The Committee Chair provided a report on the activities of the Committee during December 2012. The Directors discussed potential approaches to obtain items to be included in the welcome basket
- e. Reserve Committee: See discussion in 5. "Manager's Report" above.

9. NEXT REGULAR MEETING – February 11, 2013.

10. ADJOURNMENT: The meeting adjourned at 8:12 p.m.