

**CAT MOUNTAIN HOMEOWNERS ASSOCIATION, INC.
MEETING OF THE BOARD OF DIRECTORS**

Date: March 11, 2013
pm

Time: 6:30

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, and Mr. Blanchard; and Manager Jesse Chargualaf. Mr. Grant was not in attendance.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS:
 - a. Regular Meeting of February 11, 2013. Motion by Mr. Harrison to approve the minutes with minor corrections; seconded by Mr. Blanchard; the motion was adopted unanimously.
 - b. Special Board Meeting of February 20, 2013. Motion by Mr. Harrison to approve the minutes as presented; seconded by Mr. Blanchard; the motion was adopted unanimously.
4. FINANCIAL REPORT
 - a. February 2013 financial statements: Reviewed. Mr. Blanchard inquired regarding the amount of \$6,400.00 for the audit of the 2011 financials. The Directors explained that the amount is inclusive of the preparation of the audit, income tax return preparation for 2011 and 2012, and the estimated tax for 2012.

Mr. Dully moved that the financial report be accepted, seconded by Mr. Harrison; the motion was accepted unanimously.

Discussed also is the status of the City of Austin utilities bill whereby the City may have double-billed the Association. The Manager will go over the receipts now that the files have been returned after the audit and will provide the information for the April Board meeting.
 - b. Review delinquent accounts: Reviewed. The Directors decided that no action was required at the current time. The delinquency amount was \$4,130 as of the end of February 2013; with payments received through March 8, 2013, the outstanding delinquency balance was \$2,285.
5. MANAGER'S REPORT: Reviewed.

- a. Swimming pool: (Ref. Manager's Report item 2 which is also addressed in Agenda item 6.a.) The Manager reported that Cen-Tex completed all work on the swimming pool.
- b. Common Area clean-up: (Ref. Manager's Report item 3 which is also addressed in Agenda item 6.b.) The Manager indicated he will be continuing the work to complete the clean up of the remaining area between the north side of the 2nd foot bridge and the north side of the tennis court starting the week of March 11, 2013.
- c. 4812 Twin Valley Drive: (Ref. Manager's Report item 4 which is also addressed in Agenda item 6.c.) The Manager reported that the homeowner came to the office and obtained a copy of the President's letter dated February 11, 2013; which he took to read at his leisure to better understand the content of the letter for resolving the matter of modifications in the Common Area at the rear of his property. The homeowner did not sign the February 11, 2013 letter, but stated he will be letting the Board know his decision. The President reported that based on the information in the Manager's Report, he contacted the homeowner and will follow up again to have the homeowner complete the action required.
- d. 5907 Northwest Place and 4613 Twin Valley Circle: (Ref. Manager's Report item 5. a. which is also addressed in Agenda item 6.d.)
 - (1) 5907 Northwest Place. The Manager reported that the portion of the wrought iron fence that encroached into the Common Area was moved back to the private property line. The \$400 share of the Association of the expenditure was picked up in person by the homeowner of 5907 NW Place
 - (2) 4613 Twin Valley Circle. Discussed and the Board instructed the Manager to call the Contractor that provided the initial estimate for removing the fence in the Common Area. The Manager will let the homeowner know when the contractor will be removing the fence.

6. OLD BUSINESS

- a. Update on Pool Replastering. See item 5.a. above.
- b. Update on Common Area clean-up to address potential wildfire hazard. See item 5.b. above.
- c. Update on Common Area adjacent to 4812 Twin Valley Drive. See item 5.c. above.
- d. Update on fences behind 4613 Twin Valley Circle and 5907 Northwest Place. See item 5.d. (1) and (2) above.
- e. Discussion and potential action on periodic covenant violations. Discussed: A walk-through by several Directors will be conducted later this Spring.

7. NEW BUSINESS:

- a. Action on contractor's proposal to resurface Balsam Hollow and Lime Stone Circle. The Board discussed the extent of water damage at Balsam Hollow which resulted in several pot holes and several other places where prior spot repairs were made which have sunken. It appears that the sub-grade base is damaged to the extent that it is probably advisable to remove the existing asphalt surface and repair the sub-grade before adding the new 1.5 inches of asphalt. The Contractor's proposal of \$32,300 plus tax of \$2,664.75 (a total of \$34,964.75) also includes resurfacing Lime Stone Circle.

Mr. Blanchard made a motion to approve the contractor's proposal of \$32,300 plus tax of \$2,664.75 to resurface Balsam Hollow and Lime Stone Circle; seconded by Mr. Harrison; the motion was adopted unanimously.

- b. Post Annual meeting committee formation and memberships.

Discussed and Mr. Dully nominated Mr. Blanchard to be the ECC Chair. Board votes were unanimous. Mr. Blanchard will provide names of recommended ECC members for approval by the Board at the April 8, 2013 meeting.

The provisions specifying the authority of the Board to create an ECC with at least 3 members were discussed as set forth in the Covenants, Article XI, Sections 1 and 2, and the By-laws, Section 2.6.b.

- c. Retention of professionals providing services to the Association. Discussed and the Board agreed to table this matter for the April 8, 2013 Board meeting.

8. COMMITTEE REPORTS:

- a. Environmental Control Committee: Mr. Blanchard provided a report indicating that he is continuing to find one more member for the ECC. He will provide a list of members to be formally appointed by the Board at the April 8, 2013 Board meeting.
- b. Communication Committee: Mr. Harter provided a draft sample of the newsletter. He has some refinement to make, coordinate with the homeowner that volunteered to be the newsletter Editor and have a final version for review at the next Board meeting.
- c. Social/Activities Committee: The Chair of the Social Committee, Ms. Charlene Casillas, submitted a report discussing the Committee's activities and upcoming events. In her report, the next Association social will be the Easter Egg Hunt on Saturday, March 23, 12-2 pm at the clubhouse. She indicated she is also working with Mr. Harter on the newsletter.
- d. Welcome Committee: The Committee Chair provided a report on the activities of the Committee covering the period January through March 2013. The

Committee sent 4 letters and delivered 2 welcome baskets. Stated in the report is that at times, new homeowners did not reply to the Committee's initial contact. This creates a problem for the Committee when later on, a new homeowner indicated they were not visited, as in the case of a homeowner at Jessamine Hollow. The Committee now is coordinating with the homeowner at Jessamine Hollow on their availability for the Committee to deliver to them a welcome basket.

- e. Reserve Committee: No report since Mr. Grant generally gives his oral report during the Board meeting. At this meeting, Mr. Grant was not able to attend.

9. NEXT REGULAR MEETING – April 8, 2013.

10.ADJOURNMENT: The meeting adjourned at 7:32 p.m.