

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

Date: May 13, 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. Grant; and Manager Jesse Chargualaf. Absent: Director Mr. Blanchard.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS: Regular Meeting of April 8, 2013. Motion by Mr. Grant to approve the minutes with corrections; the motion was seconded by Mr. Dully; the motion was adopted unanimously.
4. FINANCIAL REPORT
 - a. April 2013 financial statements: Reviewed. There were no items in the current financial statements of note, and the results are generally in line with the budget taking into account the differential between annualized amounts for certain items in the budget and the actual incurrence of the costs during the year. Mr. Grant moved for acceptance of the financial statements, seconded by Mr. Dully; the motion was adopted unanimously.
 - b. Review delinquent accounts: Reviewed. The Directors decided that no action was required at the current time as no additional accounts, not already referred for collection under the Associations Collection Guidelines, were outstanding as of the date of the meeting. As of April 30, 2013, the amount of the accounts was \$5,265; and as of May 10, 2013, the Manager reported that the amount had been reduced to \$1,755.
 - c. Review of 2011–2012 Electric Bills. The Manager presented an analysis of the electric bills for 2012. Mr. Grant noted that the bills received during the first three months of 2012 appeared higher than normal. After discussion, the Manager was directed to prepare a comparison, not only of dollar amounts, but also of kW of demand and kWh consumption for the bills received in the first six months of 2011 and the first six months of 2012, to enable the reason for the abnormality to be evaluated.
5. MANAGER'S REPORT: Reviewed.

(See also Items 6.a and 6.b under “Old Business” and item 7.b under “New Business below.)

- a. (Ref Manager's Report item 8.b): The Directors discussed that the cause of the lack of ground cover on the north and east of the house at 4601 Lantana Hollow would appear to be runoff from the roof of the house. Further action will await the owner's submission of a proposal for the area, but the cost should be the owner's given that this area is designated as wilderness and the Association has not landscaped it in the past.
- b. (Ref Manager's Report item 8.c): Motion by Mr. Grant to approve the trimming of the Cedar and Chinaberry trees whose branches are rubbing against the roof of 4605 Lime Stone Circle; Mr. Dully seconded the motion; the motion was unanimously adopted.
- c. (Ref Manager's Report item 8.d): Directors discussed that the request by the owner of the house at 4857 Twin Valley Dr. that the Common Area between his house and Mt. Bonnell Rd. Be included in the trimming to address potential wild fire hazard. The owner will be advised that the Association was advised by the Austin Fire Department when a site tour of the area was done in 2005 that the roads, in this case Mt. Bonnell Rd., Lookout Mt. Dr., and Twin Valley Dr., provide adequate fire breaks. Consequently it is the Association's position that removal of vegetation is not appropriate in the strip of the Common Area between Mt. Bonnell Rd. which has been designated as wilderness and his property. The President will provide to the owner a letter summarizing the Association's position.
- d. The Manager submitted a request by the owner of the house at 6106 Mt. Villa Cove, which he makes periodically ever few years and the Association has granted in the past, for a contractor to trim at his expense about 2 to 3 feet off the tops of Cedars in the Common Area adjacent to his deck to remove partial blockage of the view to the south. The neighbors in the house at 6104 Mt. Villa Cove indicated that the trimming would be acceptable to them as long as it is performed in a very cautious fashion and the Manager is in attendance during the work. The trees between 6106 and 6108 Mt. Villa Cove will not be trimmed. The owner reiterated that no trees will be trimmed without the Manager being present during the work. Motion by Mr. Grant to approve the trimming of the trees under the conditions specified by the owner of 6106 Mt. Villa Cove; Mr. Blanchard seconded the motion; the motion was unanimously adopted.

6. OLD BUSINESS

- a. Update on the resurfacing of Balsam Hollow and Lime Stone Circle. The Manager reported that the work was completed on April 18 and 19.
- b. Update on Common Area clean-up to address potential wildfire hazard. The Manager reported that he is 98% completed with the work behind the playscape towards the tennis courts and anticipates it will take two hours to complete the work. Proscape, the Association's landscape contractor, provided a proposal in the amount of \$3,673 to haul out the accumulated materials between the Clubhouse and the tennis courts and to remove limbs to the right (uphill) side of the entrance to Lime Stone Circle. Motion by Mr. Grant to approve the proposal submitted by Proscape; Mr. Dully seconded the motion; the motion was unanimously adopted.

- c. Discussion and potential action on periodic covenant violations. Not addressed.
- d. Retention of professionals providing services to the Association. The Directors discussed how to make the necessary legal resources available to the Association. The President and Mr. Dully will consider taking steps in this regard.

7. NEW BUSINESS:

- a. Consideration of proposals for renewal of insurance coverage. The Manager circulated a proposal by Barclay Insurance brokers for renewal of the Association's property, general liability, umbrella, and directors and officers insurance policies for a total premium of \$9,868. Motion by Mr. Dully to approve the proposal submitted by Barclay Insurance; Mr. Grant seconded the motion; the motion was unanimously adopted.
- b. Update on air conditioner electrical inspection and maintenance. The Manager circulated proposals for (i) air conditioner annual maintenance from Colley Co., Service Experts, and George Drazic and (ii) for electrical work related to the Clubhouse system from Mr. Electric and ABC Electric. The Directors discussed the proposals.

Motion by Mr. Dully to approve the proposal for annual maintenance from Efficient Air Conditioning as it was the least cost and the contractor is reputable; Mr. Grant seconded the motion; the motion was unanimously adopted.

The Manager was to contact Mr. Drazic to inform him that his proposal had been accepted and to schedule the maintenance work. The President and Mr. Dully will meet with Mr. Electric to get discuss the work proposed and to assess the differential between the scope proposed by him and ABC Electric.

- c. Update on Google Fiber installation in Austin. The President indicated that the extent of information provide by Google had not changes since the matter was discussed at the April 8 meeting.

8. COMMITTEE REPORTS:

- a. Environmental Control Committee: The Chair of the Committee, Mr. Blanchard, provided a report of the activities of the ECC during the past month.
- b. Communication Committee: Mr. Harter indicated that he will provide a draft of a new newsletter shortly. The Directors also discussed that with the launch of the new newsletter which will be posted on the website and emailed to homeowners, a subsequent edition might be mailed to homeowners who have not submitted their email addresses. This will give them the opportunity to sample the new newsletter and submit an email address to receive future editions. This possibility will be revisited at a future date by the Directors.

- c. Social/Activities Committee: The Chair of the Social Committee, Ms. Charlene Casillas, submitted a report discussing the Committee's activities during the past month and upcoming events.
- d. Welcome Committee: The Committee Chair provided a report on the activities of the Committee covering the past month.
- e. Reserve Committee: See item 6.a above. The Directors discussed the possibility of remodeling the Clubhouse office to make it more efficient and serve the needs of the Manager and the Association more effectively. This led to a discussion of the need to replace the office copier.
Motion by Mr. Grant to approve the purchase from Costco of a Brother printer from the office to replace the one that is on its final legs; Mr. Dully seconded the motion; the motion was unanimously adopted.

9. NEXT REGULAR MEETING – June 10, 2013.

10.ADJOURNMENT: The meeting adjourned at 8:17 p.m.