

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

Date: June 10, 2013
pm

Time: 6:30

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

1. CALL TO ORDER: 6:26 p.m. Present at the meeting: Directors Mr. Harter, Mr. Harrison, Mr. Grant, Mr. Dully, and Mr. Blanchard; Manager Jesse Chargualaf; and homeowners Jaime Arrott and Ray Bloch.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS: Regular Meeting of May 13, 2013. As the draft minutes had not been included in the package provided to the Directors in advance of the meeting, the Directors decided to carry over to the June 10, 2013 meeting consideration of the minutes of the May 13, 2013 meeting.
4. FINANCIAL REPORT
 - a. April 2013 financial statements: Reviewed. The Directors discussed the amount for Buildings & Ground Maintenance which appeared to be running above budget. The explanation is that the amount includes tree and brush removal activity in the vicinity of that Clubhouse which the bookkeeper had booked under that item. The Directors also discussed the amount recorded for consultants. This amount represented the \$50 monthly fee for the consultant assisting the Association with the website maintenance. The Directors discussed the process by which amounts are classified to the various subcategories in the financial reports. There were no other 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 report, 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 May 31, 2013, the amount of the outstanding accounts was \$5,040; and as of June 7, 2013, the Manager reported that the amount had been reduced to \$2,250.
 - c. Review of 2011–2012 Electric Bills. The Manager presented an analysis of the electric bills for 2011 and 2012 which included the billing parameters. The Directors discussed that the billing demand in certain months in late 2011 and early 2012 appeared to be substantially disproportionate to the comparable

month in the other year. After discussion, Mr. Blanchard agreed to coordinate with the Manager in developing the issues for discussion with Austin Energy.

5. MANAGER'S REPORT: Reviewed.

(See also Items 6.a, 6.b, and 6.d under "Old Business")

- a. (Ref Manager's Report item 6.e): The Directors discussed the request by the homeowner of 5920 Northwest Place regarding a dead tree in the Common Area behind her house. The Manager will obtain additional information about the tree and two others at 5918 Northwest Place one of which broke and fell causing damage to another tree.

Other than the above and Items 6.a, 6.b, and 6.d below under "Old Business," no other matters in the Manager's Report required discussion by the Directors.

6. OLD BUSINESS

- a. Update on air conditioner electrical inspection and maintenance. The Manager reported that the annual maintenance of the air conditioning equipment had been conducted by Efficient Air Conditioning. As part of its inspection of the air conditioning equipment, Efficient Air Conditioning recommended replacement of certain components. Motion by Mr. Dully to ratify the component replacement performed; Mr. Harrison seconded the motion; the motion was unanimously adopted.

The Manager also discussed the inspection of the electrical system by RM Mechanical, Mr. George Drazic's firm, and that firm's recommended repairs and modifications to the electrical system at the Clubhouse. An open building permit for modifications previously made to the backside and roof of Clubhouse will need to be closed before RM Mechanical can perform the electrical work. The Manager will go to the City to arrange for City inspection of the prior work and get the open building permit closed so that RM Mechanical can receive its permit to proceed with the electrical work. Motion by Mr. Dully to approve the proposal from RM Mechanical in the amount of \$5,900 to perform repairs and modifications to the electrical system at the Clubhouse; Mr. Grant seconded the motion; the motion was unanimously adopted.

- b. Update on Common Area clean-up to address potential wildfire hazard. The Manager reported that he intended to turn his attention to Common Area behind 4406 Jessamine Hollow and adjacent to Lime Stone Circle and Mt. Villa Cove. After discussion by the Directors, Mr. Dully agreed to coordinate with the Manager on the areas to which attention should be turned and whether the assistance of Proscape, the Association's landscaping contractor, should be sought for some of the work.
- c. Discussion and potential action on periodic covenant violations. Not addressed.
- d. Update on plan to remodel the Clubhouse office. The Manager has developed a floor plan proposal for more efficient use of the office space. Ms. Charlene

Casillas will be investigating fire resistant file cabinets for incorporation in the plan.

- e. Further discussion of legal resources for the Association. The President and Mr. Dully will consider a meeting with Jim Arnold in connection with this matter.

7. NEW BUSINESS:

- a. Traffic on Twin Valley Dr. The Directors discussed possible alternatives for potentially addressing parking problems on Twin Valley Dr. which is a City street. The President will consider the alternatives.

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 a draft of a new newsletter is in process. Ms. Charlene Casillas provided an outline of the expected content of the newsletter.
- 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: No report.
- e. Reserve Committee: See Items 6.a and 6.d above.

9. NEXT REGULAR MEETING – July 8, 2013.

10. ADJOURNMENT: The meeting adjourned at 7:51 p.m.