

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

Date: August 12, 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; and Manager Jesse Chargualaf.
2. MEMBER FORUM: N/A
3. APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS: Regular Meeting of July 8, 2013.

Mr. Dully moved that the minutes of the regular meeting of July 8, 2013, be approved with certain corrections; Mr. Blanchard seconded the motion; the motion was adopted unanimously.

4. FINANCIAL REPORT

- a. July 2013 financial statements: Reviewed. The Directors discussed a check in the amount of \$400 tendered by the Manager to correct what he perceived to be additional expense incurred as a result of the removal of the fence in the Common Area adjacent to 4613 Twin Valley Circle. Initially an estimate of \$800 had been received for removal of the fences at 5907 Northwest Place and 4613 Twin Valley Circle that encroached into the Common Area, but this estimate was predicated on the two jobs being completed simultaneously. The owner of 5907 Northwest Place voluntarily moved the fence to within his property lines and was provided a credit of half of that amount to cover the expense as in accordance with the proposal the Directors previously approved in an attempt to reach an amicable resolution of the issue under the circumstances. After the discussions seeking a consensual resolution of the removal of the fence in the Common Area adjacent to 4613 Twin Valley Circle were terminated by the President because of lack of acceptable progress with the owners, the Directors at the February 2013 regular meeting approved the removal of the fence from the Common Area at the Association's sole cost. Because the matter had been pending for substantial time and the Association's desire to reach timely and effective closure of the matter, the removal was made at the cost quoted by the contractor for a single trip to the Association property to remove such a fence. Mr. Dully moved that the Association reject the Manager's tender of reimbursement as not being proper, as the appropriate costs for removal of the fence had been incurred, and the expense was a cost of doing business; Mr. Blanchard seconded the motion; the motion was adopted unanimously.

The Treasurer reported that there were no other items in the current financials 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. Dully moved for acceptance of the financial report; Mr. Blanchard seconded the motion; 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 July 31, 2013, the amount of the outstanding accounts was \$3,240; and as of August 9, 2013, the Manager reported that the amount had been reduced to \$1,575.
- c. Review of 2011–2012 Electric Bills. Discussed. Mr. Blanchard reported that analysis of the matter is still in process. Mr. Harter indicated that the bill for June 2013 probably should be added to the analysis as such bill appears to be out line with prior months.

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.a): The Directors repeated their view that the Manager should impress on Austin Energy, and not any other City agency, the need to remove the dead cotton wood tree in the Common Area adjacent to 4704 Hickory Hollow that might pose a danger to that entity’s power lines.
- c. (Ref Manager’s Report item 6.c): The President will contact the owners of the house at 6300 Ledge Mtn. Drive to inform them of the Directors’ discussion regarding excessive glare from their new metal roof and to inquire whether they have considered any proposals to address the matter.

Other than the above and Items discussed in 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 provided a report on the chronology of the final inspection of the new electrical panel and the steps taken to ensure that the new electrical panel operated properly after the City inspector’s final inspection. The Manager provided a listing of the items of work by the electrical contractor in addition to the major task of replacing the Clubhouse electrical panel. The bookkeeper will be asked to capitalize these costs as part of the electrical repairs.
- b. Update on Common Area clean-up to address potential wildfire hazard. The Manager removed certain materials adjacent to Lime Stone Circle and Mtn. Villa Cove in accordance with Mr. Dully’s guidance. The Manager reported that the City had hauled away the dead branches and other materials which the Manager and Proscap, the Association’s landscaping contractor, had collected and stacked adjacent to the City streets. In addition, the Manager arranged with

Proscaped to haul away some materials that the City crews had neglected to take a way.

- c. Discussion and potential action on periodic covenant violations. Not addressed.
- d. Update on plan to remodel the Clubhouse office. The Directors discussed the plans. Ms. Casillas is continuing to investigate the availability of reasonably priced fire resistant file cabinets in the consignment market. . Mr. Dully moved that the Association approve up to \$1,000 for fireproof cabinets; the motion was seconded by Mr. Harrison; the motion was unanimously adopted.
- e. Further discussion of legal resources for the Association. Mr. Dully discussed the inquiries he had made to evaluate possible resources

7. NEW BUSINESS: N/A

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 the President's letter and Manager's letter are in the process of preparation for the new newsletter. The Directors discussed whether additional materials are necessary for the newsletter.
- c. Social/Activities Committee: The Summer Barbeque is scheduled for August 18, 2013. The manager reported that he and the President will get things ready. The Chair of the Social Committee, Ms. Charlene Casillas, has gotten several homeowners to assist with the function.
- d. Welcome Committee: Ms. Goel, the former Chairman of the Welcome Committee, met with Ms. Casillas, the Chairman of the Social Committee, and a new Welcome Committee member, Ms. Arrott, to transfer the functions to Ms. Arrott. In addition, Ms. Castillo has offered to serve as a member of the Welcome Committee. The new members will be assisted by the President, Ms. Casillas, and the Manager as needed.
- e. Reserve Committee: See item 6.a under "old Business" above.

9. NEXT REGULAR MEETING – September 9, 2013.

10.ADJOURNMENT: The meeting adjourned at 7:29 p.m.