1. **Call to Order:**
2. **Attendance: Is a quorum present?**

|  |  |
| --- | --- |
|  | Geoff Folse - President |
|  | Kurt Karlman – Vice President |
|  | Mark Sheridan – Treasurer |
|  | Theresa Horton - Director |
|  | Rob Sladek - Director |
|  | Mickie Dion - Director |
|  | Brian Walchuk - Director |
|  | Nate GriffinAssocia Houston Community Management Services832-864-1200NGriffin@houcomm.com |

1. **Visitors**

|  |  |
| --- | --- |
| **NAME** | **Discussion Topic(s)** |
|  |  |
|  |  |
|  |  |

1. **Agenda**

|  |  |
| --- | --- |
| **Proposed Changes:** | **Accepted?** |
|  |  |
|  |  |
|  |  |
|  |  |
| **Topic** | **Motion to****Approve:** | **Second** | **Aye** | **Nay** | **Result** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. **Approval of Minutes for Annual Meeting on 2/21/24**

|  |  |
| --- | --- |
| Proposed Changes: | Accepted? |
|  |  |
|  |  |
|  |  |
| **Motion to Approve** | **Second** | **Aye** | **Nay** | **Result** |
|  |  |  |   |  |

1. **Calendars**
	1. Review BOD Annual Calendar (Annex A)
	2. Review Meeting Calendar for CY2024

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Month** | **Date** | **Day** | **Week** |  | **Month** | **Date** | **Day** | **Week** |
| Jan | 17 | Wed | 3rd |  | Jul | 17 | Wed | 3rd |
| Feb\* | 21 | Wed | 3rd |  | Aug | 21 | Wed | 3rd |
| Mar | 20 | Wed | 3rd |  | Sep | 18 | Wed | 3rd |
| Apr | 17 | Wed | 3rd |  | Oct | 16 | Wed | 3rd |
| May | 15 | Wed | 3rd |  | Nov | 15 | Wed | 3rd |
| Jun | 19 | Wed | 3rd |  | Dec | 18 | Wed | 3rd |

1. **President’s Report**
	1. Executive Session Checklist

* + 1. Delinquencies
		2. Legal Issues
		3. Violations
		4. Performance Concerns
1. **Financial Report from Treasurer**
	1. Report presentation
	2. Outstanding invoices
	3. Budget Presentation
		1. 2023 Budget status
		2. 2024 Budget
2. **Old Business/New Business**
	1. ACC – Report (Non-Executive)
	2. Action Items - Review/Update Old Actions (action items list).

| **Assigned** | **Action** | **Due Date** | **Status** |
| --- | --- | --- | --- |
| Mark | Electrical Contract Renewal – should we renew for 1 year or 5 years | 4/30/24  | Open |
| Rob S | Evaluate the existing ligustrums and places for new ligustrums, as well as the sprinkler system needs to support.Have $3500 quote from Bay Area to buy and plant 70 ligustrums.$45 / plant for ligustrumRob S. will get with Theo to count plants that need to be replaced.Wasting money if replace plants w/out replacing sprinkler system. Sprinkler replacement will be expensive. Recommend waiting until Aug/Sep to replace any plants.South main header repaired. Drip irrigation installed. More to do in the fall.Repairs completed along Kirby.Need to remove dead foliage along Kirby. Look into using funds from TLV. | 5/17/23 | Open |
| Kurt/Rob S. | Look into sprinkler head protection.Will install soon. Pipes procured.Most fixed but new leak at entrance water meter. | 6/21/23 | open |
| ~~Kelly~~/Mickie | Get quotes for clubhouse insurance. Still looking at quotes.Will get quotes from Hinrich Ins Group early next year. (12/20/23)1/17/24 - Mickie has quote from Hinrichs. Does not include wind and hail. Need to compare to current policy. Will send to BOD for review.  | 9/20/23 | Open |
| Rob S. | Put together action plan to get rid of common areas. | 9/20/23 | open |
| Nate/Rob S./Geoff | Schedule removal of shrubs and replace fence along Old Kirby from Gate eastward. | 3/20/24  | open |

* 1. Contracts –
		1. Pool maintenance contract
		2. Landscaping contract
	2. Common Areas
		1. Clubhouse – Have a rental scheduled on May 26
		2. Tennis Courts
		3. Sprinkler system status
		4. Landscaping -
		5. Perimeter Fence
		6. Pool Issues –
	3. Website
	4. New Business
	5. Other Topics
1. New Actions:

| **Assigned** | **Action** | **Due Date** | **Status** |
| --- | --- | --- | --- |
|  |  |  |  |

1. **Business Meeting Record**

Motion to:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Motion to Approve** | **Second** | **Aye** | **Nay** | **Result** |
|  |  |  |  |  |

Adjourn Regular Meeting:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Motion** | **Second** | **Aye** | **Nay** | **Result** |
|  |  |  |  |  |

* 1. Proceed to Executive Session.

Adjournment Time:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Motion** | **Second** | **Aye** | **Nay** | **Result** |
|  |  |  |  |  |

These Minutes were reviewed and approved by KWPOA BOD.

|  |  |
| --- | --- |
|  |  |
|  | Date |

**Annex A: KWPOA BOD Annual Calendar**



things to work next year (2024)

| ~~Geoff~~Rob S. | Explore benches for tennis court with resurfacingAround $1600 / bench. Hi density polyWill look at other options. Check 2x4basics store on amazon.Will table until next year. | 4/19/23 | Closed |
| --- | --- | --- | --- |
| Rob S/Kurt | Investigate perimeter sprinkler system repair or replace.Talked to Irrigation Concepts. They want to dig up old one… table this.Cost prohibitive, will not persue fixing this year. | 6/21/23 | open |

