

Kirby Woods Property Owners Association of Taylor Lake, Inc.
Annual Meeting Minutes
February 21, 2018

The Annual Homeowners Meeting of the Kirby Woods Property Owners Association of Taylor Lake Village, Inc. was held on Wednesday, February 21, 2018, at the Taylor Lake Village City Hall. Members present: Jon Hall, Jim Muras, Alice McCalla, Ken Dwyer, Amy Vdrine and Robert Adams. Others present: Dana Ladd from Houston Community Management Services/Associa Houston. Quorum was met and verified and the meeting was called to order at 7:00 P.M.

Presidents Report

J. Hall introduced the Board of Directors and Dana Ladd to the homeowners. Reported that there was not a lot of issues in 2017. The clubhouse trim and dormers were repaired and painted. Additional items will be discussed during the meeting by J. Muras.

Annual Meeting Minutes

The 2017 Annual minutes were reviewed. A motion was made by J. Muras to approve the minutes. The motion was seconded by A. McCalla. Motion was approved.

The November 2017 Quarterly Meeting Minutes were reviewed. A motion was made by R. Adams to approve the minutes. The motion was seconded by J. Muras. Motion was approved.

Treasurer's Report

A. McCalla reported that the community was financially healthy. Additional funds were transferred to Reserves in January 2018. No major discrepancies in the budget versus actual spending amounts for 2017. December 2017 reported having about \$39K in the operating account and \$62K in Capital Reserves for the Association.

Other Status Reports

J. Muras discussed the following items:

- Board member resignation – (1) one Board member resigned in January 2018. Per association documents, the Board of Directors will appoint a new board member to fill the position for the remainder of the term.
- Architecture Control – Houston Community Management completes a drive thru and notes violations. The report is sent to the Board for review before letters are sent out. ARC Committee has (3) three homeowners that review applications for approval. Typically all applications are responded to within 5 days of being received.
- Sidewalks – J. Muras has been working with the City and County to get damaged sidewalks taken care of. The County has stated that they will start work on sidewalks in Spring 2018.
- Landscaping – Ligustrum's around outside of neighborhood are in bad shape. Some have been replaced over the years. Hope to find a solution in 2018 to enhance the community.
- Electrical – Upgrades were made to the electrical at the entrance. Lighting was changed on entrance sign and new electric panel was added for future security cameras.
- Security Cameras – (2) two cameras on each side of entrance/exit. Will be mounted on one pole. Cameras will be able to catch both driver and vehicles. Should be completed within 90days.

Election of Board of Directors

There were three (3) open positions for election:

Alice McCalla (incumbent) and Ken Dwyer (incumbent) asked to have their names put on the annual ballot as well as Theo Presswood and Darcy Loerch. Then, with no other nominations forthcoming, the floor nominations were closed via motion which was seconded and carried.

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New Business

- Ballots were tabulated and the following Directors were elected:
 - Alice McCalla
 - Ken Dwyer
 - Theo Presswood

Open Forum

Mailbox on Live Oak. Concrete pad is low and holds water making it difficult to get to the mail.
Entrance sign letters are dull, would like to have maintenance done to make shiny again.
Tennis Court lights.
Homeowner directory phone listing.

Adjourn

There being no further business to discuss; motion was made, seconded and approved to adjourn the meeting. The meeting adjourned at approximately 8:070 P.M.

Respectfully submitted by Houston Community Management Services.

APPROVED _____ DATE _____