

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE NORTHMEAD VILLAGE COMMUNITY ASSOCIATION, INC.
HELD ON SEPTEMBER 28, 2016, AT 6:00 AT THE COPPERFIELD COMMUNITY CENTER
LOCATED AT 15409 WILLOW RIVER, HOUSTON, TEXAS 77095**

BOARD DIRECTORS PRESENT

Tony Ashford
Joni Davis
Sharon Malkovicz
Joanne McIntyre
Helen Nixon

DIRECTORS ABSENT

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:00 PM. Tracy Graham, the managing agent from Graham Management was in attendance, as well as James Young from Holt & Young PC. Tracy Graham recorded the minutes.

EXECUTIVE SESSION

Holt & Young

James Young attended to discuss open legal cases and other issues in Northmead.

Homeowner Hearings:

No homeowners addressed the Board.

Homeowner Letters:

Letters received from homeowners were reviewed.

- One letter requested a 6 month hold to make extensive repairs to his home. His request was approved.
- A request to remove a late fee was approved.
- A request to remove a certified fee was approved.
- A request to remove a certified fee was denied and the manager will point out the problem, which still exists, to the owner.

Legal Action:

The Board discussed the legal collection status report. Specific instructions were given to the attorney on how to proceed with certain cases.

ADJOURNMENT

The Executive Session was adjourned at 6:32 PM.

OPEN SESSION

CALL TO ORDER

President Joanne McIntyre called the meeting to order at 6:33 PM. Tracy Graham recorded the minutes.

DECISIONS MADE IN EXECUTIVE SESSION

The decisions made in executive session were announced.

IN ATTENDANCE

Tracy Graham and James Young were in attendance.

HARRIS COUNTY SHERIFF PATROL

Deputy Dixon discussed current crime related activity in the neighborhood and a recent burglary in Northmead.

HOMEOWNER FORUM

No homeowners addressed the Board.

APPROVAL OF MINUTES

The minutes from the meeting held on July 28, 2016 were approved.

FINANCIAL REPORT

The Board discussed the current financial reports. The reports were accepted as presented. Tracy Graham reported that the Association is 97% collected for the 2016 assessments. A preliminary budget was presented and discussed. The 2017 budget was approved with no increase. The reserve break down will be removed from the balance sheet and a reserve budget will be prepared and presented. Bids will be obtained and presented for a 2016 audit and tax return.

MANAGEMENT REPORT

The Board approved several account for foreclosure action with 2017 assessments added into the balance.

Camera bids were presented. The bids were tabled.

Landscape bids were presented for the entrance at Chelsea. The Board did not like the proposal and requested a different design. The area will be checked for irrigation.

COMMITTEE REPORTS

ARC/DRC – No Report

CCA Report – Ms. Malkovicz reported a traffic initiative was being worked on West Road.

Pool/Parks – The Board discussed the upcoming movie night. The Board requested reflective tape is added to the volleyball poles and the ants treated in the park before movie night.

Crime Watch – Recent crime was discussed.

Newsletter/Communication Committee – The article for movie night was discussed.

Social Committee – The Board discussed Movie Night in the Park for 11-5-16. The Board requested to see a proof of the proposed post cards before they are ordered.

ADDITIONAL BUSINESS

There was no additional business.

NEXT MEETING DATE

The next meeting date will be January 24, 2017, at the Copperfield Community Center, with executive session beginning at 6:00 pm and open session beginning at 6:30 PM.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 9:35 PM.

January 31, 2017

Joanne McIntyre

DATE

APPROVED