

**Briarbend Community Improvement Association**

**Executive Board Meeting Minutes**

**May 10, 2016**

**7911 Chevy Chase – Charlie Stoddard's house**

I. **Call to Order**- Robbie Guinn, President, called the meeting to order at 7:15pm, Robbie thanked the Board Members who are transitioning off the Board. Bill Maddock, Ben Hunter, JP Hutcheson, Jessica Strehlow.

**Present:** Robbie Guinn, Bill Maddock, Mary Spiller, Leigh Atkins, Jennifer Mire, Kasey Koelher, Rene Garza, Jennifer Jackson, Charlie Stoddard, Larry Stanton. Absent, JP Hutcheson, Chad Roberts,

II. Introduction of Visitors- No Visitors Present.

A) Comments from visitors/public- No Comments from Visitors.

III. **Reading Minutes of Preceding Meeting**- The minutes from the March 8, 2016 Board Meeting at Molinas' were sent via email. Casey Koehler moved that they be approved as read, Leigh Atkins seconded. The minutes were approved as read.

IV. **Reports of Committees**

A) **Vice President – Larry Stanton**- The 2016 Briarbend Directory has been published and distributed to homeowners. Larry did a great job, with help from Jennifer Mire, and Block Captains. We have extra maps of Briarbend. Office Depot charged \$742 to print the Directory.

B) **Secretary**- Mary Spiller-Gebhardt. No report at this time

C) **Treasurer- Leigh Adkins**

1. **Financials**- Were sent via email. (See separate document). At present there are five homeowners who have not paid dues for 2016.

2. Income Tax Filing has not been done. Leigh is working with the accountant. 2013 forward has not been done. Audit has not been done also. Will check Bylaws to see if a CPA needs to conduct an audit. We could appoint three members of our community to audit our records and report to the Board. It is all on Quicken. Liz and Stan Toy might be asked to assist. Rene Garza will head this up. Also Tom Ehardt will be asked to help with the Audit.

3. Audit- see above

4. Blast emails- Mail Chimp is new server. Old server sent out late notices and several were sent over and over. Robbie, Leigh and Mary will have access to send out blasts.

D) **Security**- Chad Roberts was out of town.

E) **Superneighborhood**

F) **ACC**- Jennifer Jackson will take over as liaison to the Architectural Control Committee (ACC), a three person committee. A compilation of the deed restrictions is on the Briarbend website, and the document is thought to be correct, but it is not the complete declaration. The complete declaration is the original deed restriction declaration and amendments which are file of record in Harris County. The current members of the ACC are Ike Claypool, Philip Daskovitch, and Andrew Clark. An issue that is being discussed is how to replace a vacancy on the ACC. There is a move to have them appointed by the Board. At present, a vancy is filled by the remaining two members of the ACC. To change the way an ACC vacancy is filled, a Deed Restriction amendment is required. Bill Maddock will pass on his files to Jennifer Jackson. No issues on ACC at present. One issue on Piping Rock about patio addition has been sent to ACC for approval.

G) **Beautification-JP Hutcheson** was not present. Next report will come from Jennifer Mire who will take over as Chairperson for Beautification.

1. Yard of the Month - Yard of the Year

H) Social- Jessica Strehlow's term as Social Chairperson is ending and Casey Koehler will succeed Jessica. The Spring Fling was cancelled because of inclement weather. Casey Koehler will report later after meeting separately with Jessica.

I) **Legal- Charlie Stoddard**

No report at this time.

#### V. **Old Business**

A. **HHA Fountainview Project**-Robbie presented a letter from Representative John Culberson addressing his concerns about the HHA Fountain View Project. The letter will be scanned and sent to the Board for their review.

#### VI. **New Business**

A. **New Board Positions** Casey Koehler will take over as Social Chairperson. Mary Spiller-Gebhardt moved that Robbie remain as **President**. Larry Stanton seconded. Jennifer Mire will take over as **Beautificaton** Chairperson. She plans to present ways to Celebrate Our New Neighbors. Rene Garza will take over as **Super Neighborhood** Chairperson and work on auditing our financial records.

B. Meeting dates for the next term- To be sent out by email.

C. Chad Roberts has located an Old Patrol Car forr \$5000, that could be used as Police Security in neighborhood. There may be some interest in the neighborhood to help sponsor this

purchase for advertising. The Board will need to approve using our reserve funds for this purchase. No decision on this proposal until the Board has a better understanding of the

- D. City of Houston Solid Waste Sponsorship Program-
- E. Speed cushion maintenance on Burgoyne- There are two on Burgoyne at present. The location is not calming the traffic. To have a new one installed, we would have to go through a lot of red tape. Ben has the name of the contractor who has helped with the maintenance of previous calming devices.
- F. Super Neighborhood- Rene Garza will succeed Ben as Super Neighborhood Representative. Robbie attended last night. Representative from District G, Greg Travis, gave a presentation on the city discontinuing the sponsorship which will cost Briarbend approximately \$10,000 a year for garbage disposal. The proposal is to present a resolution to City Council saying that if the sponsorship program is discontinued, then Briarbend will use City services for one pick-up per week. The Resolution will not say so, but Briarbend will then supplement services with private service for one garbage pick-up and recycling per week. Charlie Stoddard made a motion that we proceed with the resolution. It was seconded by Jennifer Mire. The Resolution needs to be signed by President Guinn, and Secretary, Spiller. The motion passed.

VII. **General Discussion/Executive Session (if necessary)- not necessary.** Concerning the Gonzalez home being built on Piping Rock. Our deed restrictions do not allow a garage facing Stoney Brook. The Gonzalez's were granted a variance by the Board. A recordable document needs to be filed by the homeowner, but this has not been done as of this date

Robbie would like to move our Semi-Annual Meeting back to September and March, as they were several years ago. At present they are in October and April. The Board agreed to the change.

VIII. **Adjournment-** Motion to Adjourn- Robbie will host the next Board Meeting on June 14 at 7902 Chevy Chase. Leigh motioned that the meeting be adjourned. Charlie seconded. The meeting was adjourned at 8:45pm.