

Briar bend Community Improvement Association

Board Minutes February 21, 2017

Larry Stanton's Home 7802 Ella Lee Lane

- I. Call to Order- Robbie Guinn called the meeting to order at 7:12pm
- II. Board Members present: Jennifer Mire, Chad Roberts, Mary Spiller-Gebhardt, Casey Koehler, Charlie Stoddard, Jennifer Johnson, Rene Garza, Larry Stanton, Leigh Adkins, Robbie Guinn

- II. Introduction of Visitors- No Visitors Present
 - A) Comments from visitors/public- No Comment
- III. Reading Minutes of Preceding Meeting- the Minutes from the January 17, 2017 Board Meeting were sent electronically prior to the meeting. There were two correction and additions made. The revised Minutes were re-sent to Board Members. Chad Roberts moved that the Minutes be accepted as read. Charlie Stoddard Seconded. The Minutes will be posted on the Briar bend website.

- IV. Reports of Committees
 - A) Vice President – Larry Stanton- Nomination notice sent out, and we have five that have accepted. Semi-Annual Meeting will be on April 11th at Molinas on Westheimer at 6:30pm. Elections will take place at the Semi Annual Meeting. There will be no March Board Meeting.
 - B) Secretary – Mary Spiller- No report at this time. The January Board Minutes will be sent to Leigh Adkins to be posted on the Website.
 - C) Treasurer
 1. Past Due dues - 2016 past dues- 4 ½ have not paid.
 2. Financials - Larry made a motion that we have the books audited 2016 needs to be audited. Rene Garza seconded. We still need to get 2013 tax return filed. And 2016 filed. Rene's recommendation 2013 taxes and 2016 taxes done by Rene's partner. Need to do a 2016 audit. Motion to have Rene's partner do the audit and taxes. Taxes (\$200 / year). The motion passed.

Leigh- See separate sheet of copy of Financials. 12 outstanding incurring late penalties for 2017. We are \$7200 in the hole...due to unpaid dues for this year. We were on budget for 2016.

D) Security- Chad purchased a Security Patrol Car for our Neighborhood Patrol. It has a new transmission, and has been repainted. Needs a log left in the car. Robbie washed it and filled it with gas. It will need gas every two weeks (\$40) . How to pay for this. Chad proposes that we get a Frost account, with a debit card with a small balance. Burgundy Tahoe, older mid 90's going around Briarbend and Charnwood. Snatching packages from front door. No plates on video yet.

1. Patrol Car- Casey's husband got the insurance for the car.
2. Fuel, Washing, logs- see above.

E) Superneighborhood – Rene next meeting in April

F) ACC - Jennifer, no report.

G) Beautification- Jennifer, has no report

H) Social- Casey will start planning our Spring Fling, slip and slide, rock wall bouncy house. Food

I) Legal- Charlie- liens on unpaid dues. Will need one more notice to the three who are delinquent from 2016.

1. Liens on unpaid homes- See above.

V. Old Business

A) Speed cushion maintenance – Robbie recontacted person that could do this. , he will not call back. We will have to pay for any changes in speed cushions. The City is not supporting this endeavor any longer.

VI. New Business- Leigh- Yard of the Year \$250 is in the Budget. But we have not spent it. Motion made to reaccolate the money to other budget items. Motion passed by show of hands.

VII. General Discussion/Executive Session (if necessary)- no executive session needed.

VIII. Adjournment- Robbie motioned that we adjourn at 8:03pm. Seconded by Mary Spiller, The motion passed.

Budget To Actual - Jan 2017
1/1/2017 through 1/31/2017 Using 2017 Budget

2/2/2017

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Category	Actual	January 2017 Budget	Difference
INCOME	55,509.74	61,823.98	-6,314.24
2016 Dues	1,050.00	0.00	1,050.00
2017 Dues	53,550.00	61,650.00	-8,100.00
Fines	900.00	84.00	816.00
Interest	9.74	15.00	-5.26
Refinance Fee	0.00	16.65	-16.65
Transfer Fee	0.00	58.33	-58.33
EXPENSES	5,347.35	4,448.65	-898.70
Occup, Rent, Utilities, Maintenance	1,909.74	2,011.33	101.59
Briarbend Maintenance	0.00	125.00	125.00
Garbage Expense	2,731.74	2,708.33	-23.41
Garbage Reimbursement	-822.00	-822.00	0.00
Other Expense	2,480.37	104.99	-2,375.38
Administrative Expenses	0.00	8.33	8.33
Bank Charge	9.20	5.00	-4.20
COMMUNITY SPIRIT	267.85	0.00	-267.85
Christmas Light Contest	267.85	0.00	-267.85
Insurance	2,045.00	0.00	-2,045.00
Meeting Expense	75.00	75.00	0.00
MISC	68.14	8.33	-59.81
Website	15.18	8.33	-6.85
Printing, Publication, Postage, Shipping	119.24	122.33	3.09
Newsletter	0.00	8.33	8.33
OFF,POST,PRINT	119.24	114.00	-5.24
Professional Fees	0.00	250.00	250.00
Professional Fees-Legal Fees	0.00	250.00	250.00
Professional Fees, Independent Contracto	638.00	1,760.00	1,122.00
Security	638.00	1,760.00	1,122.00
8000 Woodway	-144.00	0.00	144.00
Charnwood	-1,968.00	0.00	1,968.00
Other Security	2,750.00	0.00	-2,750.00
Salaries, other compensations	200.00	200.00	0.00
Treasurer Fee	200.00	200.00	0.00
Net Difference:	50,162.39	57,375.33	-7,212.94

YTD Income/Expense Annual - Last month
1/1/2017 through 1/31/2017

2/2/2017

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Category	1/1/2017- 1/31/2017
INCOME	
2016 Dues	1,050.00
2017 Dues	53,550.00
Fines	900.00
Interest	9.74
TOTAL INCOME	55,509.74
EXPENSES	
Occup, Rent, Utilities, Maintenance	1,909.74
Other Expense	2,480.37
Printing, Publication, Postage, Shipping	119.24
Professional Fees, Independent Contracto	638.00
Salaries, other compensations	200.00
TOTAL EXPENSES	5,347.35
OVERALL TOTAL	50,162.39

Account	1/31/2017 Balance
Bank Accounts	
Capital One Money Mkt	76,716.90
Checking - Capital One	2,113.96
Frost Checking XX1563	50.66
Frost Money Mkt XX0931	88,647.49
TOTAL Bank Accounts	167,529.01
Asset Accounts	
Accts Rec-City	16,440.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	25,940.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	187,321.69