

Briarbend Community Improvement Association

Agenda

October 17, 2017

7911 Chevy Chase- Charlie Stoddard's home

- I. Call to Order – Larry Stanton called the meeting to order at 7:35 pm
 - Board members present: Larry Stanton, Charlie Stoddard, Leigh Adkins, Jennifer Jackson, Chad Roberts, Kathy Johnson, Jennifer Mire, Peter Blomquist
 - Members absent: Rene Garza, Casey Koehler
- II. Introduction of Visitors
 - A) There were no visitors at the October meeting.
- III. Reading Minutes of Preceding Meeting-
 - The board reviewed the minutes from the August 2017 meeting; no corrections were made. A motion to approve was made by Leigh Adkins and seconded by Chad Roberts. The minutes received unanimous approval and will be posted to the Briarbend website. The September minutes will go on the website and will be approved in spring 2018.
- IV. Reports of Committees
 - A) Vice President –Larry gave the report for Rene Garza
 - a. Rene is beginning to work on a new directory, which will be distributed Spring 2018. Larry asked the board to look at the Helpful Information page for additions. Jennifer Jackson suggested we add the phone number for the City of Houston for setting up a water account. Another suggestion was to add information for District G's office, the next door app, the voting app, and the 311 app. Jennifer Mire will assist Rene by working on the subdivision map and Leigh will supply the contact information for new residents.

b. Election – Larry will give Rene the documentation for the election. We will have a table at the Halloween party with everyone’s information so attending homeowners can check their data for the directory.

B) Secretary – Kathy Johnson – no report

C) Treasurer- Leigh Adkins

1. Income/Expense – we are about \$9,000 under budget due to the collection of fines for late 2017 dues and collections from 2016 dues.

D) Security – Chad Roberts- all is quiet!!!

a. Chad plans to take the security car in for detailing and will continue maintenance on the car, i.e. oil change, windshield wiper change, etc.

b. Larry brought up the subject of letting our neighbors know when we are vacation so we can watch our neighbors’ homes when they are out of their house.

E) Superneighborhood- Peter Blomquist –Peter will notify us about the next meeting.

F) ACC - Jennifer Jackson – no report

G) Beautification- Jennifer Mire –

a) will have new signs made advertising our semi-annual meeting. Signs will be placed at each end of the subdivision the day of the meeting.

b) Jennifer is also having Cornelius make new signs for Yard of the Month

H) Social- Casey Koehler – Halloween party is in full swing

I) Legal - Charlie- no report

V. Old Business – no old business

VI. New Business-discussed ways to increase attendance at semi-annual meeting. Suggested putting notices on Facebook, evites, twitter, signs.

a. Jennifer Mire mentioned that Briargrove Elementary is experiencing overcrowding due to Hurricane Harvey.

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

VIII. Adjournment- The meeting was adjourned at 8:35 pm. Charlie Stoddard made a motion to adjourn and Jennifer Jackson seconded. The motion passed.

Next meeting is scheduled for November 14, 2017 at 7907 Burgoyne.

Respectfully submitted,

Kathy Johnson

Secretary

Briarbend Budget To Actual
1/1/2017 through 9/30/2017 Using 2017 Budget

10/4/2017

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Category	1/1/2017 Actual	- Budget	9/30/2017 Difference
INCOME	67,239.13	63,215.82	4,023.31
2016 Dues	2,250.00	0.00	2,250.00
2017 Dues	61,650.00	61,650.00	0.00
Fines	2,725.00	756.00	1,969.00
Interest	114.13	135.00	-20.87
Refinance Fee	0.00	149.85	-149.85
Transfer Fee	500.00	524.97	-24.97
EXPENSES	41,351.40	46,283.87	4,932.47
Uncategorized	8.97	0.00	-8.97
Occup, Rent, Utilities, Maintenance	17,858.01	18,101.98	243.97
Briarbend Maintenance	670.35	1,125.00	454.65
Auto Fuel	455.35	0.00	-455.35
Other Briarbend Maintenance	215.00	0.00	-215.00
Garbage Expense	24,585.66	24,374.98	-210.68
Garbage Reimbursement	-7,398.00	-7,398.00	0.00
Other Expense	6,832.08	7,494.92	662.84
Administrative Expenses	0.00	74.98	74.98
Bank Charge	116.24	45.00	-71.24
Bank Charge Checks	35.94	0.00	-35.94
Other Bank Charge	80.30	45.00	-35.30
COMMUNITY SPIRIT	1,395.09	1,500.00	104.91
Christmas Light Contest	267.85	0.00	-267.85
Halloween Party	0.00	500.00	500.00
Spring Party	938.46	1,000.00	61.54
Other COMMUNITY SPIRIT	188.78	0.00	-188.78
Insurance	3,824.00	2,000.00	-1,824.00
Meeting Expense	911.49	1,975.00	1,063.51
MISC	120.08	74.97	-45.11
Mosquito Spray	450.00	1,750.00	1,300.00
Website	15.18	74.97	59.79
Printing, Publication, Postage, Shipping	85.84	396.97	311.13
Election Expenses	0.00	200.00	200.00
Newsletter	0.00	74.97	74.97
OFF,POST,PRINT	112.56	122.00	9.44
Other Printing, Publication, Postage, Shipping	-26.72	0.00	26.72
Professional Fees	72.50	2,650.00	2,577.50
Professional Fees-Audit	0.00	400.00	400.00
Professional Fees-Legal Fees	72.50	2,250.00	2,177.50
Other Professional Fees-Legal Fees	72.50	0.00	-72.50
Professional Fees, Independent Contracto	14,694.00	15,840.00	1,146.00
Security	14,694.00	15,840.00	1,146.00
Salaries, other compensations	1,800.00	1,800.00	0.00
Treasurer Fee	1,800.00	1,800.00	0.00
Net Difference:	25,887.73	16,931.95	8,955.78

Briarbend Income/Expense Statement
1/1/2017 through 9/30/2017

10/4/2017

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Category	1/1/2017- 9/30/2017
INCOME	
2016 Dues	2,250.00
2017 Dues	61,650.00
Fines	2,725.00
Interest	114.13
Transfer Fee	500.00
TOTAL INCOME	67,239.13
EXPENSES	
Uncategorized	8.97
Occup, Rent, Utilities, Maintenance	17,858.01
Other Expense	6,832.08
Printing, Publication, Postage, Shipping	85.84
Professional Fees	72.50
Professional Fees, Independent Contracto	14,694.00
Salaries, other compensations	1,800.00
TOTAL EXPENSES	41,351.40
OVERALL TOTAL	25,887.73

Briarbend Balance Sheet - As of 9/30/2017

Account	9/30/2017 Balance
Bank Accounts	
Capital One Money Mkt	76,768.22
Checking - Capital One	2,113.96
Frost Business Checking XX2743	113.29
Frost Checking XX1563	240.95
Frost Money Mkt XX0931	73,881.93
TOTAL Bank Accounts	153,118.35
Asset Accounts	
Accts Rec-City	6,576.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	16,076.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	163,047.03