



THE OPEN AND EXECUTIVE SESSION OF THE PRESTONWOOD FOREST MAINTENANCE ASSOCIATION, INC. BOARD OF DIRECTORS MEETING AUGUST 20, 2020 was called to order at 7:00 p.m. for the purpose of reviewing: 209 Hearing, collection matters; deed restriction violations; discretionary information; and, review of the financial and collection reports.

ESTABLISHMENT OF QUORUM – Quorum was established with the following Directors present by teleconference: Larry Hogan, Pete Lugo, Ernesto Avellaneda, Erin Stapleton, Chris Collins and Guadalupe Ramirez. Absent member was Vickie Jackson. High Sierra Management representative present was Sherri Carey.

BOARD RESIGNATION/APPOINTMENT OF OFFICER

Management presented the resignation previously submitted by Gloria Goodwin. A MOTION WAS MADE BY Treasurer Hogan and seconded by Director Stapleton to accept the resignation from Ms. Goodwin and further appoint Vice President Lugo to the acting President position until such time as the next annual meeting and Board officer appointment is held. The Board members present unanimously approved the motion. The Board also discussed duties and expectations and goals for future meeting organization.

MINUTES

The minutes of the July 23, 2020 Open and Executive meeting were presented to the Board for review. A motion was made by Director Ramirez and seconded by Treasurer Hogan to approve the minutes as presented. The Board members present unanimously approved the motion.

FINANCIAL REPORT

The financial report for the month ending July 31, 2020 was presented to the Board for review. Also presented was the collection report and updated attorney status report. All delinquency accounts were discussed. Management also advised the 2019 audit and tax return are in progress but will be delayed due to physical records review restrictions caused by COVID 19.

OPEN MEETING

Residents were previously invited to attend the meeting through virtual teleconference. The floor was opened for resident comments or questions. The following items were discussed:

- Issues with WCA Waste damaging trash cans, missed pick up, leaving trash in street.
- Harris County Flood Control ditch maintenance and trash being dumped in the railroad easement.
- Pool Opening.
- Send meeting reminder with more advanced notice.
- Updates needed to community website.
- Volunteer article submissions for the newsletter and website monthly with helpful information.
- Executive discussion with resident Claudette McCamley regarding concerns about neighbor composting. After additional discussion, the Board instructed management to obtain a brief opinion from the Association's legal counsel pertaining to the Association's further obligation in this matter.

EXECUTIVE MEETING ADMINISTRATION

The Board discussed potential plans for a fall festival and Nite of Lites with contingencies related to Covid 19. Further discussion will be held at the next meeting.

The Board discussed proposed changes and additions to the website. Discussion ensued regarding re-listing the assistance of resident volunteers to help maintain and update the community website. Management will reach out to the volunteers discussed to see if there is interest in participating.

The 2020 Annual Meeting has been delayed until further notice due to COVID 19. The Board will continue to monitor the situation monthly to determine when the meeting can be scheduled safely.

The Board reviewed the proposed home improvement paint pallet policy created to streamline and update approved paint colors throughout the community. A motion was made by Secretary Collins and seconded by Treasurer Hogan to adopt the revised ARC paint pallet policy as presented. The Board members present unanimously approved the motion.

DEED RESTRICTIONS

The deed restriction and attorney action update reports were provided to the Board for review and discussion. The Board instructed further action on the following:

- 109304390 – Send to the attorney for trailer and misc items storage
- 109303980 – Send to the attorney for mildew cleaning needed on house
- 109300240 – Send to the attorney to relocate backyard shed into backyard and replace fencing
- 109304720 – Send to the attorney misc storage, inoperable vehicle, finish painting/repairing house
- 109307021 – Send to the attorney to complete painting of house trim
- 109303653- Send to the attorney for fence repair/replacement
- 109307330 – send to the attorney for lot maintenance/cleanup
- 109302840 – send to the attorney for proper storage of items in the garage breezeway

CONTRACTS, MAINTENANCE AND BIDS

Repairs and Maintenance – Management presented the updated work order report and advised of several pool repairs completed and other ongoing repairs and maintenance at all facilities. Additional items discussed were as follows:

- Dog bags needed
- pool II plaster repair schedule
- clubhouse flag pole repair
- entry monument pressure washing and paint touch ups

There being no further business to come before the Board, a motion was made to adjourn at 9:50 p.m. The motion was unanimously approved by the Board members present.