

DRAFT MINUTES OF THE APRIL 16, 2024 ANNUAL MEETING OF MEMBERS OF WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC AND THE FOLLOWING MEETING OF THE ASSOCIATION BOARD OF DIRECTORS

The Annual Meeting of Member of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, April 16, 2024, at 7:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Heather Colkos, Dave Ellis, Sachie Etherington, James Kelley, and Bill Petry. Lance Gordon and Chuck O'Connor were absent.

Also, in attendance was Jade J. and Cindy B., CMCA, AMS, representing Crest Management.

A quorum was qualified by representation in person and/or by proxy of one hundred eight (112) members. With a quorum being established, the meeting was called to order at 7:00 P.M.

APPROVAL OF MINUTES

The minutes of the March 19, 2024, Board of Directors Meeting were presented, and a motion was made, seconded, and unanimously approved to accept the minutes as written.

ELECTION OF DIRECTORS

The next item on the agenda was the election of three (3) directors. All positions were for three (3) year terms. There were four (4) candidates on the ballot, Dave Ellis, Ed Liles, John Martin, and Chris Schweigert. The floor was opened for additional nominations. Fred Krenek nominated himself. With no further nominations from the floor, a motion was made, seconded, and unanimously approved to close nominations from the floor. After the ballots were tallied, Dave Ellis, John Martin, and Chris Schweigert were elected to the Board of Directors and will serve until 2027.

FINANCIAL PRESENTATION

The next item on the agenda was the Association financial report, a copy of which was included in the members' packets. The report was presented by Dave Ellis, the Treasurer. He reminded those present that the Association budgets for both the annual operating expenses and to fund the periodic replacement of the Association's infrastructure as items reach the end of their operating lives and that the funds are maintained and managed in two separate accounts for this purpose. He presented the 2023 budget followed by the financial results for the year showing performance compared with that predicted and explained how a reserve study is updated annually to compute the required contribution to the capital reserve.

He concluded by stating that the Association's finances are in excellent health.

HOMEOWNER OPEN FORUM

At this time, there was a general question and answer period covering various topics including the license plate readers, perimeter fence maintenance, and the clubhouse rental fee increase. The Board stated that for privacy reasons homeowners do not have access to the LPR camera footage. This is available only to law enforcement personnel. If there is an incident in which a resident believes camera footage might help track down the responsible party, they should report it to the HC Sheriff's department so that a police report can be prepared and the footage accessed. Regarding the perimeter fence, the Board stated that ongoing repairs are made as needed, and the funds for a total replacement at the end of its predicted life are identified in the reserve study and budgeted for in the capital reserve. Regarding the clubhouse big room fee increase, it was stated that the fees have remained constant for many years, and this increase was in response to increased operating costs and even with this adjustment the rental fee is very competitive with other venues.

The Annual Meeting was adjourned at 7:47 P.M. and those residents interested were invited to stay to attend a Board meeting to immediately follow at which Association officers would be elected and responsibilities assigned.

BOARD MEETING

The meeting was opened at 7:51 P.M., and nominations for the various positions were made and voted on.

The resulting officer assignments and responsibilities were as follows.

Officers:

President – Heather Colkos
Vice President – James Kelley
Secretary/Treasurer – Dave Ellis

Other Directors:

Director – Sachie Etherington
Director – John Martin
Director – Bill Petry
Director – Chris Schweigert

Subcommittee Chairs:

New Resident Welcoming, Christmas Décor, and Yard-of-the-Month – Heather Colkos and Sachie Etherington
Meeting Signs, Board Meeting Room Setup, and LPR Liaison – James Kelley
Landscaping and Perimeter Fencing – Bill Petry and John Martin
Flag Maintenance, Perimeter Fencing, and ARC Liaison – Chris Schweigert
Deed restriction Monitoring - Chris Schweigert and John Martin
Email Communications, Website, and Recreation Area Operation and Maintenance – Dave Ellis
Community Events – Heather Colkos, Sachie Etherington, and John Martin

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 7:51 P.M.

Denied EMR Hearing for Account 2530110009 – Homeowner was present for the hearing to address the Board. In a following review, the Board stated that they would be agreeable to the room addition, subject to the homeowner submitting a new application, which includes a proper and professional drainage plan, to the ARC Committee for review.

Delinquencies – Two accounts remain on the trash suspension list.

Deed Restriction Enforcement – Cindy B. reviewed the Enforcement Action Report with the Board. After review, a motion was made, seconded, and carried to approve sending accounts 2530103012 and 2530104027 to the attorney for enforcement.

Attorney Action Report – Cindy B. reviewed the Attorney Action Report with the Board. There was no action to be taken this month.

Architectural Review Committee – A copy of the Exterior Modification Report provided in the Board packets was reviewed.

ADJOURNMENT

With no further business to come before the Board, the meeting was adjourned at 8:35 P.M.

The next Board meeting will be Tuesday, May 21, 2024.

Dave Ellis, Secretary

Date