

**Association of Green Trails Phase II Homeowners, Inc.
Minutes of Board of Directors
Meeting on March 21, 2024**

A meeting of the Board of Directors (the “Board”) of the Association of Green Trails Phase II Homeowners, Inc. (the “Association” or “GTHOA”) was held on Thursday, March 21, 2024 at 6:00 P.M. at 17171 Park Row, Suite 310, Houston, TX 77084 and via Microsoft Teams

CONFIRM QUORUM: Jim Castles, Danielle Pilkinton, Kelley O’Brien, Linda Muchisky and Dennis Hetu were in attendance.

ALSO PRESENT: Heather Esteban and Joanne McIntyre of Crest Management. Six guests attended during open session, including three committee leads.

CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:00 P.M. and the Executive Session was initiated. The meeting was conducted in accordance with an agenda, a copy of which is attached. The Open Session was convened at 6:40 pm.

EXECUTIVE SESSION SUMMARY

- Collections report dated February 29, 2024 was reviewed. Four accounts were reviewed to be forwarded to lawyer for legal action. The Board instructed Crest to advise the attorney to move forward on Account #137P1203024 as no payments have been made on the payment plan.
- Enforcement action report dated March 16, 2024 was reviewed and no actions were needed.
- Deed restriction report dated March 16, 2024 was reviewed. Reviewed play equipment outside one home and agreed to allow it.

OPEN SESSION

Dustin Jones updated the Board on the progress with the pool. Renovation. Peter Olyniec indicated wanting to know the timing of the removal of playground equipment which is planned for donation.

Election of officers- Everyone was asked what roles they would be willing to do in the next year. Linda Muchisky will serve as President, Danielle Pilkinton as Vice President; Kelley Obrien will serve as Secretary, Dennis Hetu will serve as Second VP, and Jim Castles as Treasurer.

FINANCIALS

The Board was presented with February 29, 2024 financials. As of February 29, 2024, the financial statements reflected \$1,998,783.88 in total operating cash, \$273,400.52 in contingency accounts, \$692,319.77 in the Green Trails capital reserve fund, \$279,049.93 in the Forest capital reserve, \$132,494.44 in the Enclave capital reserve and accounts receivable consisting of \$179,708.72 in assessment receivables and \$21,588.95 in other receivables.

COMMITTEE REPORTS

Architectural Review – no one was available to report.

Community Events – Danielle reported that there will be an Easter Egg Hunt this weekend.

Communications - Linda Muchisky reported that postings were made about the new card readers and cards and about damage to landscaping. Outdated items were removed.

Enclave – Linda Muchisky took an action to see if Kourtney Dixon will continue to report on this committee.

First Impressions – Nothing to report

Forest – Danielle reported that some curbing was fixed. A pile of earth remains to be cleared by EZ Fiber. Linda Muchisky asked for help getting them to cooperate with these improvements.

Landscape – Kathy Burleson reported that IMS is responding to requests for work. Plant theft has occurred in Park Cypress. She shopped for herbs for the garden. She added plants to the butterfly garden and verified that the work IMS indicated doing was being done. A tree fell in the neighborhood which was quickly removed.

Parks – Peter Olyniec reported on the completion of the tile work at the new patio at Park Cypress. In addition, a gate has been put up to protect those using the restrooms from the pool. Tables are now being installed. Tree lights were replaced at Gerri Ayers, switching from incandescent to LED. In addition, wiring was corrected to separate electricity provided at the sidewalks from the pavilion. Keys are needed for the interior of the Park Cypress pool. A playground inspection is planned but a new vendor is being researched. He reported on vandalism at Crescent Green. Linda Muchisky will talk to Sargent Ellis about this issue.

Patrol – Linda Muchisky reported on the monthly statistics, noting an increase in vehicle incidents.

Pickleball – Peter Olyniec reported that League play is ongoing and there is a home game tomorrow.

Pools and Swimteam– Danielle Pilkinton reported that registration is open and a new adult coach has been installed. Assistant and junior coaches are set as well.

Tennis – Jim Haylett reported that he replaced the timer on the Park Cypress court. New card readers will be installed which will provide each property with one free card. Residents can buy a fob for \$15. He informed the Board about how League operate.

Board realignment discussion – since the past president has left and a new Board member has joined, the Board discussed who will head up committees held by the past president.

NEW BUSINESS

Contracts –

- a) The Board reviewed the bid by the Fence Company to do Phase III fencing work.
- b) The bids for updates to the pool area were reviewed. Kelley O’Brien will be consulted.

Reviewed actions items. Specifically discussed finding a company that can repair mailboxes instead of just replacing them.

The Board announced the following decisions which were made between Board meetings:

- March 1, 2024 the Board approved the audit engagement letter from Barry Wuntch for his firm to prepare the 2024 tax return and audit at a cost of \$9800.00 as well as the 2025 tax return and audit at a cost of \$9800.00.
- March 4, 2024 the Board approved an estimate from I.M.S. for \$6600.00 for irrigation and drainage work needed at Gerri Ayers pool.
- March 4, 2024 the Board approved a change order for the Gerri Ayers pool renovation that included the installation of 3 spray heads for the baby pool at Gerri Ayers at a total cost of

\$17,445.00 as well as additional demo and plumbing needed for the baby pool at a cost of \$3,250.00.

Discussion was held about scheduling the volunteer dinner. Linda Muchisky will work to find a date in April.


Discussed the need for signage when herbicide/pesticides are used. Crest will talk with IMS about that. However, it was agreed that signage will not likely be needed.

A homeowner would like another dog station at Pocket Park. Peter Olyniec will be consulted.

SCHEDULE NEXT MEETING

The next Board meeting is set for Tuesday, April 23, 2024 at 6:00 P.M.

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


Linda Muchisky (Apr 11, 2024 14:38 CDT)
Signature of Officer







20240321 Board Minutes

Final Audit Report

2024-04-11

Created:	2024-04-11
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