



COPPERBROOK HOMEOWNERS ASSOCIATION, INC

Monthly Board of Directors Meeting

April 13, 2023 6:00 PM
La Madeleine
19710 HWY 290 NW FWY, Suite 100
Houston, TX 77065

MINUTES

Directors Present

Francesca Garcia - President
Elias Megersa - Vice President
Jo Stegmaier - Secretary
Sandra Kinloch - Member
Angelica Pena - Treasurer

Directors Absent

None

Additional Attendees

Homeowner; **Annette Thomas**
Homeowner; **Javier Garcia**
FirstService Residential Copperbrook HOA Community Manager; **Beth Liles**
FirstService Residential Community Manager; **Krysten Adams**
Sergeant Piles
Deputy Tilley

I. CERTIFICATION OF QUORUM

- ▶ Quorum Established: Yes

II. CALL TO ORDER

Motion

Motion by Francesca Garcia called Meeting to Order at 6:12PM. Seconded by Elias Megersa.

III. APPROVAL OF PRIOR MEETING MINUTES

- ▶ Prior Meeting Minutes Approved: Yes

IV. PUBLIC SAFETY REPORT

Community Report on alarm permitting within Harris County and unincorporated areas provided by Sergeant Piles and Deputy Tilley to discuss changes in recent legislation changes and raise awareness of false alarm reports.

Motion

Motion made by Francesca Garcia to post information on the HOA website and send out to the Community. Seconded by Elias Megersa.

Inquiries raised by homeowners in attendance.

- Open Fire Banning; homeowner inquired on proper steps to report neighbors in the Community. Local law enforcement confirmed correct reporting should go through the Fire Marshall to file a complaint.
- Leash Law; homeowner in attendance reported residents allowing animals to run free in the Mud 130 park and recent incident of Pitbull being unconfined. Local law enforcement provided animal control numbers in the area to report incidents.

V. TEXAS GROUND WORKS REPORT

Texas Ground Representative not in attendance.

VI. HOMEOWNER FORUM

Homeowner inquiry made mention of concerns of suspicious activity of people driving slow in the neighborhood. Community Manager assured homeowner, FirstService announces its presence when driving through the community on compliance drives and any suspicious activity needs to be reported to the local patrol officers. Board president mentioned magnetic stickers as an option to place on FirstService vehicles to mark HOA vehicles.

VII. RATIFIED ACTIONS TAKEN BETWEEN MEETING

Summary

Reviewed and discussed ratified actions taken between meetings.

VIII. PROPERTY MANAGER ACTIVITY REPORT

Reviewed and discussed Property Management Activity Report. Questions posed by the Board

- WIV Late Fee; this caused issues during the Westland Section 4 Annual Meeting and voting Copperbrook members to the Board. Community Manager confirmed the issue with master annual assessment was due to delay in receiving information to release payment. Copperbrook Board members, requested a formal request be made on behalf of Copperbrook HOA to Westland Section 4 for a full reimbursement of the \$343 late fee.
- Reporting of emergency leaks. Board members inquired on the process of reporting these leaks. Community Manager confirmed as soon as any leaks are reported by a homeowner, vendor or board member; these reports are sent directly to our dispatching center to get a vendor onsite. Irrigation leaks are directly reported to Texas Ground to address.
- Pool Band Distribution, confirmed the Board would like to send out a community notice for pick up dates on May 3rd and 10th from 5:00PM - 8:00PM for \$10 for a card/band activation and then raising to \$15 for FirstService to monitor band distribution after the 10th of May.

IX. ADJOURN TO EXECUTIVE SESSION

X. FINANCIALS

Reviewed and discussed February Financial Report.

- Board inquiries; are missing payouts in the month to date column. Confirmed depending on the date of payout, some expenses might show on March's report that will be completed around April 20th.

Reviewed and discussed 2023 Operating Budget

- 2023 Operating Budget. Presented the revisions mentioned in 02/09/2023 meeting. Community Manager Recommendation is to keep the already approved 2023 Operating Budget to gather more data as invoices come in to better predict 2024 Operating Budget. Board confirmed to table this topic till further discussion of 2024 Operating Budget.
- 2022 National Night Out Reimbursement from Mud 130 brought up. Board discussed the finalization of the google docs sheet and needing a additional invoices prior to sending out to Mud 130 to review.

XI. ATTORNEY REPORT

Meeting adjourned prior to discussion due to restaurant closing. Executive Session Board meeting is needing to be scheduled.

XII. REVIEW DELINQUENCY REPORT

Summary

Meeting adjourned prior to discussion due to restaurant closing. Executive Session Board meeting is needing to be scheduled.

XIII. BUSINESS ITEMS

A. POOL

Motion

Discussed in an earlier portion of the meeting. Motion to approve repairs with Majesty Pools by Francesca Garcia. Seconded by Elias Megersa. Total approved repairs: \$2,450

- 1. Control Phosphates treatment & complete rebalance of pool water: \$1,050
- 2. Replace Health Department Rules Signs and Install New Sign: \$125
- 3. Replace Pentair Intellibrite 5G LED Pool Light: \$1,275

B. CEMENT POLES IN FRONT OF POOL AREA

Meeting adjourned prior to discussion due to restaurant closing. Executive Session Board meeting is needing to be scheduled.

C. PEST CONTROL CONTRACT

Meeting adjourned prior to discussion due to restaurant closing. Executive Session Board meeting is needing to be scheduled.

D. MARQUE COMMUNITY SIGN

Discussed in an earlier portion of the meeting. Board answered pending questions and Community Manager will submit the Marquee Sign request to start gathering bids.

E. WIV BOARD ELECTION RESULTS

Discussed in an earlier portion of the meeting. Copperbrook Board President and Vice President were elected to the Master association, Westland Section 4 Board.

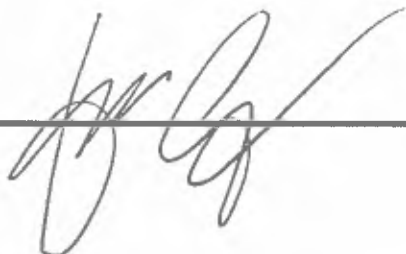
- Discussion by the Board of a possible 3rd Copperbrook Board member possibly running to the Westland Section 4 Board of Directors occurred.

XIV. ADJOURNMENT

Motion

Motion by Francesca Garcia to adjourn board meeting at 9:08PM due to restaurant closure. Additional Executive Session Board Meeting needing to be scheduled to finish community discussions.

APPROVED



DATE

6/8/23