

**COPPERBROOK HOMEOWNERS
ASSOCIATION, INC**
Monthly Board of Directors Meeting

La Madeleine
December 14 2023 – 6:00 PM



FirstService
RESIDENTIAL



COPPERBROOK HOMEOWNERS ASSOCIATION, INC

Monthly Board of Directors Meeting

December 14, 2023 6:00 PM
La Madeleine
19710 HWY 290 NW FWY, Suite 100
Houston, TX 77065

MINUTES

Directors Present

Elias Megersa - Vice President
Jo Stegmaier - Secretary
Angelica Pena - Treasurer
Mabeleine Bulan - Director
Francesca Garcia - President

Directors Absent

None

Additional Attendees

FirstService Residential Community Manager; Beth Liles
Lambright & McKee, Copperbrook HOA attorney representation; Shawn McKee

I. CERTIFICATION OF QUORUM

► Quorum Established: Yes

II. CALL TO ORDER

Motion

Motion to call this meeting to order at 6:07PM by Francesca Garcia. Seconded by Elias Megersa

III. APPROVAL OF PRIOR MEETING MINUTES

► Prior Meeting Minutes Approved: Yes

IV. HOMEOWNER FORUM

No homeowners were in attendance for the 12/14/23 meeting.

V. BOARD OF DIRECTORS FORUM

A. ACC COMMITTEE DISCUSSION

ACC Committee was discussed and the correct form for homeowners to use. The Copperbrook ACC Committee is handling the review, tracking and notices to homeowners. The current ARC modification form is located on <https://copperbrookhoa.com/forms-%26-documents>

B. INSPECTIONS

First Nighttime inspection is being scheduled through community. At the request of the Board, common areas and notating street pooling needs to be added into inspection runs.

C. BOARD CONCERNS

Board requested on any approved bid, work needs to be completed within 2 weeks along with an inspection of work being completed.

D. ATTORNEY FORUM

Shawn McKee was present during this portion of the meeting to answer inquiries in regards to the Copperbrook separation from Westland Section 4.

Pending draft of this separation agreement is being written by Lambright & McKee. Still needing to confirm if a community vote will be needed in this type of separation.

Board of Directors Inquiries:

- 1.) Why does it seem WIV is eager to break away from Copperbrook? Attorney response; due to the possibility to have more voting control in WIV without Copperbrook being apart of the master association.
- 2.) What does this mean for Copperbrook and the ongoing lawsuits against WIV? Attorney response; WIV is the party mentioned in the lawsuits and not Copperbrook
- 3.) How does this look like with Copperbrook breaking away with ongoing litigation? Attorney response; WIV and Westland 1-3 are the parties mentioned in the lawsuit. This should not effect Copperbrook, however a draft separation agreement is needed first to be agreed on by WIV and Copperbrook to move forward with voting and separation.
- 4.) Would Copperbrook be responsible for any additional payments in the lawsuits? Attorney response; not at this time since Copperbrook has already made payment for the 2023 assessment.

VI. REPORTS

A. PROPERTY MANAGEMENT REPORT

Management reviewed the financial statements for the period ending in 10/31//2023. On that date, the Association had a cash balance of \$13,944.97 in the operating fund and \$67,752.43 in the replacement fund. For the Year the Association has had a total revenue of \$194,186.58 and total expenses of \$194,112.81, operating at a Surplus of \$73.77. On this date, the Association had a total of \$32,452.93 in outstanding accounts resulting in 9 owners delinquency. The report was accepted. Management reported that through the management report and relayed during this portion of the meeting, the Association had a total of 70 Deed Violations, 7 open Work Orders and 43 Resident Inquiries.

B. FINANCIAL REPORT

Reviewed and Discussed October Financial Report. Board of Directors inquiry: AT&T invoice details of the \$129 reflected on October Financial report. Community Manager response; this includes 2 months of contract rate of \$64.51.

VII. ADJOURN TO EXECUTIVE SESSION

VIII. RECONVENE TO OPEN SESSION

Following the Executive Session, the regular meeting of the Board of Directors reconvened. No owners were present for the meeting.

- **209 Tropa Letter, for Brightbrook Mailbox damage:** Board reviewed the payment plan proposed by the homeowner. Board agreed to allow a 10 month payment plan to pay the association for these damages.
- **Collection Approval:** Board motioned to re-review the delinquency list in February 2024
- **Insurance Renewal Resolution:** Board adopted and signed Insurance Renewal Resolution, authorizing Elias Megersa to approve and execute policies on behalf of the Board of Directors.

IX. ADJOURNMENT

With no further business to discuss this meeting was motioned to be adjourned at 7:09PM by JoDee Stegmaier. Seconded by Angie Pena.



APPROVED



DATE