



# COPPERBROOK HOMEOWNERS ASSOCIATION, INC

## Monthly Board of Directors Meeting

September 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

#### Directors Absent

Mabeleine Bulan - Director  
Francesca Garcia - President

#### Additional Attendees

Homeowner: Nicole Washington  
Community Manager: Beth Liles

### I. CERTIFICATION OF QUORUM

▶ Quorum Established: Yes

### II. CALL TO ORDER

#### Motion

Motion to call meeting to order at 6:11PM by Elias. Seconded by JoDee.

### III. APPROVAL OF PRIOR MEETING MINUTES

▶ Prior Meeting Minutes Approved: Yes

### IV. HOMEOWNER FORUM

Homeowner in attendance; was inquiring on the 2024 Assessment rate and if they can prior to the annual coupons being sent.

Additional information discussed is ARC modifications on homeowners completing improvements without prior approval from the Committee along with sending a notice requesting residents join the ACC Committee and Neighborhood Watch programs.

### V. FINANCIALS

Reviewed July Financial Report. Inquiries posed:

1. What is making up the accounts receivable amounts seen on the report?
2. Memorial Area maintenance and not satisfied with the work being provided by Texas Ground Works.

3. The Board requested bidding out internet contracts to Comcast

**A. JULY FINANCIALS**

**B. CASH MANAGEMENT REPORT**

Cash Management Report 09/13/2023

Entity Total: \$102,272.64

Account	Description	Bank	Description	Account #	Today's Balance
CB-692	Copperbrook				
10001	Operating	69220	Cap One Bank	8698	\$53,198.60
15001	Reserve	69250	Cap One Bank	9223	\$49,074.04

**VI. RATIFIED ACTIONS TAKEN BETWEEN MEETING**

Discussed completed action items taken between meetings. Additional Items discussed:

- Exterior fence bids and obtaining bid comparisons to provide homeowners before forced maintenance
- Electronic Marquee; bidding a ribbon marquee sign instead of large sign quoted
- Board voted/motioned and approved Greenway Solutions curb refresh bid
- Received \$350 check from the Board for 2023 pool waivers

**VII. PROPERTY MANAGER ACTIVITY REPORT**

Management reviewed the financial statements for the period ending in 07/31//2023. On that date, the Association had a cash balance of \$50,370.66 in the operating fund and \$64,043.48 in the replacement fund. For the Year the Association has had a total revenue of \$144,417.66 and total expenses of \$158,076.00, operating at a Deficit of \$13,658.34. On this date, the Association had a total of \$30,260.31 in outstanding accounts resulting in 10 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 36 Deed Violations, 1 Architectural Applications, 4 open Work Orders and 11 Resident Inquiries.

**VIII. ADJOURN TO EXECUTIVE SESSION**

*If called to consider actions involving personal, pending litigation, contract negotiations, enforcement actions, matters involving invasion of privacy of individual Owners, or matters that are to remain confidential by the request of the affected parties and by agreement of the Board.*

**IX. RECONVENE TO OPEN SESSION**

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

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:40PM by Elias. Seconded by Angie and JoDee.



APPROVED



DATE