THE BOARD OF DIRECTORS OF COMMONWEALTH CIVIC ASSOCIATION HELD THEIR REGULAR BOARD OF DIRECTORS MEETING ON THURSDAY, AUGUST 22, 2019 AT 6:00 P.M. AT THE ASSOCIATION CLUBHOUSE. MEETING NOTICE ATTACHED AS EXHIBIT "A".

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DIRECTORS PRESENT: Dave Bristow, Sumita Ghosh, Jim Levermann, Courtney Hochhalter and Rajesh Walawalkar. Also present: Heather Esteban of Crest Management Company.

## CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:08 P.M. by Dave Bristow. The agenda was adopted as presented.

## HOMEOWNER HEARINGS

The Board met with the owner of account #123SP0104001 regarding the agreement in 2015 that the owner would replace his roof within five years with a shingle color that was in compliance with the community guidelines. The owner was in attendance to request to be allowed to paint his roof shingles black to bring the shingle color into compliance with the guidelines instead of having to replace the roof. After discussion the Board denied the request to paint the shingles as nothing has been provided to show the Board how painted shingles hold up and weather over time. The Board instructed Ms. Esteban to run the agreement by the Associations attorney.

The Board met with the owners of account #123BW0102005 to discuss the Associations request that they repair or replace the dented garage door. The owners advised they had made repairs to the door and showed the Board an updated picture. The Board thanked them and advised Ms. Esteban to close out the violation.

## DISPOSITION OF MINUTES

The Board was presented with the minutes of the July 25, 2019 meeting. After discussion, a motion was made, seconded and the minutes were approved.

## FINANCIALS

The July 31, 2019 financials were presented to the Board. As of July 31, 2019, there was a total cash balance of $867,384.82 in the Operating Account, the Capital Reserve Account had a balance of $400,591.03 and the Non-Capital Reserve Account had a balance of $370,808.81. Account receivables totaled $32,280.28.

The Board approved moving forward with collection action through the point of foreclosure on Account #123BW0103007.

## BUSINESS

Holiday Lighting Proposal – The Board was presented one estimate for seasonal holiday lighting installed at the clubhouse and two estimates for permanent lighting that is not visible when turned off. The Board reviewed the proposals and after discussion instructed Ms. Esteban to invite the representative from Trim Light Houston to attend the September Board meeting.

Clubhouse Thermostats – The Board was presented with pricing for two different smart thermostats. After discussion and review the Board approved replacing the two thermostats inside the clubhouse with Ecobee thermostats.

Stocksbridge Bridge Repair – The Board reviewed an estimate to repair large mortar cracks and to replace missing and broken bricks. The Board instructed Ms. Esteban to ensure repair of all cracks has been quoted. After discussion the Board approved the proposal as presented.

Tennis Court Rules Sign - The Board reviewed the proof for the new sign. After discussion and review the Board advised Ms. Esteban to put this on hold as a few changes need to be made to the wording.

Pool Restroom Weekly Cleaning – The Board reviewed a proposal to clean the pool restrooms once a week during pool season. This cleaning would be performed by the same company cleaning the clubhouse. After discussion and review the Board approved the cleaning to begin March 2020.

Action Item Report – The Board reviewed the action item report as presented by Ms. Esteban.

## EXECUTIVE SESSION

The Board reviewed the collection report as presented by Ms. Esteban.

The Board reviewed the deed restriction report as presented by Ms. Esteban. The Board approved sending Account #123BW0202006 and Account #123CP0305002 to the attorney for failure to comply with the deed restrictions.

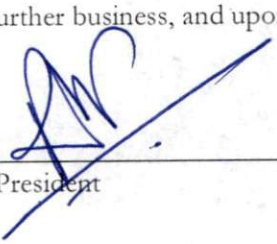
## NEXT MEETING

The next regular Board meeting will be held on Thursday, September 26, 2019 at 6:00 p.m.

## ADJOURNMENT

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 7:50 pm.

**APPROVED:**



Raj Walawalkar, President