

THE LAKES OF SOUTH SHORE HARBOUR C.A. INC.

REGULAR BOARD OF DIRECTORS MEETING

MEETING MINUTES- June 2019

The following meeting minutes reflect the actions taken by the Board of Directors (the "Board") of The Lakes of South Shore Harbour C.A. Inc. (the "Association") at the regular meeting of the Board conducted June 12, 2019 (the "Board Meeting").

Location: League City Police Department – Community Room 555 W. Walker League City, Texas 77573

Attending: Michael Goodnight, Mike Lee, Allison McIntyre, Cindy Pratt, Rob Schuler (via teleconference),

Guests: Kristin Hooker, (Property Manager) Tully Dunlap, Jay Mehta, Steven Day

Meeting Called to Order at 6:35pm

I. Approval of Agenda

Motion to approve agenda with the following changes:

Homeowner request to extend pool hours for adults to swim laps
Strike Communication Report

By: Mike Lee 2nd Cindy Pratt

Result- Motion passed.

II. Approval of Minutes

Motion to approve the minutes from the May meeting-

By: Michael Goodnight 2nd Mike Lee

Result- Motion passed.

III. Appfolio Report-By: Kristin Hooker

The Property Manager gave a brief overview of the resident letter that will go out with the assessment invoices.

IV. Accounts Payable Review- Expenses last month averaged about \$64,000.00. Invoices were presented for approval

- a) plumbing repair at the pool to install a newly purchased drinking water fountain for \$335.00.
- b) additional pest control treatment for mosquitos prior to the dive in movie night \$149.00
- c) Directors and Officers invoice for the annual policy renewal-
- d) Annual Liability Insurance – \$18, 000.00

By: Mike Lee 2nd Michael Goodnight

Result- Motion passed.

V. Summary for Collection Activity- By Kristin Hooker

Property Manager gave a brief overview of the collection activities for past due assessments – Collected 38,000.00 in past due assessments, and have over 22 pending cases.

VI. Treasurer's Report- By Cindy Pratt

Treasurer provided the financials for the month of May. A draft budget was distributed to the Board and meeting attendees. (attached)

VII. Landscaping & Maintenance Committee By: Mike Lee

Committee Chair Mike Lee gave a brief overview of the repairs and improvements to the property. The painting of the lighthouses is near completion. Resident committee member has been working on the repairs to the tennis courts. There are several repairs at the pool that need to be made, pull up bars, and a lifeguard stand. Additional tables and umbrellas need to be purchased to accommodate our community. The property manager will price new tables, umbrellas, and benches for the tennis court.

VIII. Board Ethics and Board Code of Conduct- table the discussion for a workshop

IX. Insurance – By: Rob Schuler

The secretary is working with several different companies to scope out the property to ensure we have adequate coverage.

X. Office Space -By: Allison McIntyre

The Board discussed the potential buildout for an office / storage space at the community pool. Mike Lee and Steve Day have volunteered to head the project. Specifics will be discussed at a future workshop.

NEW BUSINESS

XI. Financial Controls- Appfolio will build that into the workflow once the Board is active in the portal. The policy will be discussed at a future workshop

XII. Parking at the Pool- Board will work on a plan for additional parking along Austin or in close proximity to the pool. Strategic Planning will work on this project.

XIII. Point of Contact for Legal Matters-The president stated that the association attorney has requested and recommended that the board nominate or select one individual board member who can give approval for settlements and Authorization to File, so that in the case that these things are time critical that we don't have to wait for a board meeting or to do those things via email. Allison McIntyre volunteered to be the POC.

Motion: Allison McIntyre 2nd Cindy Pratt
Motion passed

XIV. Annual Meeting Date – A date was selected for the 2019 Annual Meeting- The date will be September 15th 5-7 pm.

XV. Resident Comments- Homeowners were given 3 minutes each to address the Board.

XVI. Executive Session – No decisions were made in executive session