

**The Lakes of South Shore Harbour C.A. Inc.
Board Meeting Minutes**

March 2, 2020

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 on March 2, 2020 (the “Board Meeting”), at Spectrum Association meeting room at 2600 South Shore Blvd. #300, League City, TX 77573.

IN ATTENDANCE

Representing the Members of the Lakes of South Shore Harbour C.A. Inc. were the following Board members:

- Rob Schuler
- Claudia Foutz
- Mike Lee
- Cindy Pratt
- Allison McIntyre

Absent with apologies was:

- N/A

Representing Spectrum Association Management, LP was:

Customer Relations Manager- Tiffany Sanford

Community Manager- Betty Fiala

DETERMINATION OF QUORUM

A quorum of Board members was announced, and the open board session meeting was called to order at 4:04 P.M.

MINUTES APPROVAL

The Board reviewed the minutes from the February meeting, and they were unanimously approved as presented.

- Motion: Claudia Foutz
- Second: Allison McIntyre
- All in favor; motion passes

HOMEOWNER FORUM

There were no homeowners present at the meeting. Cindy Pratt talked about an issue that was brought to her attention. Homeowner had concerns about their payment plans.

GENERAL BUSINESS

- Resolution adoption was presented to the board.
 - The following resolutions were unanimously voted on to approve.
 - Record retention policy
 - Record inspection policy
 - E-mail registration policy
 - Solar energy device guidelines
 - Roofing material guidelines
 - Rainwater collection devices guidelines
 - Flag display guidelines
 - Drought-resistant landscaping and natural turf guidelines
 - Violation enforcement resolution
 - Violation schedule
 - Application of payments policy
 - Conflict of interest policy
 - Electronic and telephonic action policy

- Standby electric generators guidelines
 - Uncurable violation enforcement resolution
 - Billing policy and payment plan guidelines
 - Fining policy
- The following resolutions were tabled and to be reviewed at the April board meeting
 - Membership voting policy
 - Religious item display guidelines
 - Motion: Cyndi Pratt
 - Second: Allison McIntyre
 - All in favor; motion passes
- Kick off site visit of landscape assessment
 - Rob Schuler spoke to the board on the initial assessment by Clark Condon.
- RFP for Lake Management
 - Needs to include the following services
 - Maintenance twice a month
 - Dying of lakes at bridge once a month
 - Clean the drains at the transfers

FINANCIAL OVERVIEW

- Cindy Pratt informed the board that Canady & Canady will be sending over January and February financials.
- Effective March 1st Spectrum Association Management will be paying all invoices.
- Wire transfer will take place on 3/2/2020 for \$100,000 to reserve and \$247,711 to an operating account set up by Spectrum Association Management.
 - Motion: Allyson McIntyre
 - Second: Cyndi Pratt
 - All in favor; motion passes
- 12 months of banking account statements will be pulled to save on record.
- Motion to resend action of minutes for waiving fees for homeowners with balances under \$200. This will be reviewed by the Board and voted on.
 - Motion: Claudia Foutz
 - Second: City Pratt
 - All in favor; motion passes

TRANSITION UPDATE

- Appfolio will be moving all information over to Spectrum Association Management.
- Effective May 1st Appfolio will be disabled.
- Effective March 15th Spectrum Association Management will have homeowner information available to start answering homeowners' questions.
- The Lakes of South Shore C.A. Inc. is changing their agent of record to Blue Lime Insurance.
 - Motion: Allyson McIntyre
 - Second: Claudia Foutz
 - All in favor; motion passes

OPEN MEETING ADJOURNMENT

- Open session was adjourned at 5:27 PM

EXECUTIVE SESSION

- Executive session was called to order at 5:27 PM

EXECUTIVE SESSION

- The Board was presented with the fully escalated homeowners balances remaining from 2016 and unanimously approved sending the following accounts to the attorney for collections.

- 33 accounts were approved to be sent to the attorney. Attorney will need to verify if these accounts are already with their office.

ADJOURNMENT

- With no other business to discuss, the Board adjourned the meeting at 5:27 P.M.

OPEN MEETING

- Open board meeting was called to order to announce 33 accounts will be sent to the attorney for collections.

ADJOURNMENT

- With no other business to discuss, the Board adjourned the meeting at 5:47 P.M

NEXT MEETING DATE

April 3, 2020 at 12:00 PM at Spectrum Association Management located at 2600 South Shore Blvd. Ste. 359, League City, TX. 77573