

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**  
**TOWNWEST SECTION 5 & 6**  
**October 9, 2018**  
**James West Community Center**  
**14023 West Bellfort**  
**Sugar Land, TX 77498**

**CALL TO ORDER**

With a quorum of Directors present, the meeting was called to order at 7:05pm. Those present are as follows Jackie Yack, John Ceker, and Dominga Mejia. Representing Sterling ASI is Community Manager Kari Lemoine and Bernita Armstrong.

Absent: Deyla Robles and Cesar Lopez

**MEETING AGENDA**

The Agenda was reviewed by the Board and adopted as presented. Bernita Armstrong and Kari Lemoine were introduced representing Sterling ASI.

**MEETING MINUTES**

The Board reviewed the meeting minutes from the September 2018 meeting. A motion was made by John Cekar, seconded by Dominga Mejia to approve the minutes as written.

**FINANCIALS**

Kari Lemoine from Sterling briefly discussed the previous management financials for September 2018. Also it was stated that as of September 2018 91.54% of assessments have been collected for the year.

**COMMITTEE REPORTS**

Nominating-Nothing at this time

Architectural-Nothing at this time

Helping Hands-Nothing at this time

Welcome-Nothing at this time

Newsletter-Board talked about doing digital newsletter and mailing to only those that request and do not have computer access.

Center/Clubhouse-Need a committee to come up with a short term and long term plan.

Lights/Signs- It was talked about putting in the newsletter to inform residents how to report a street light outage

Playground/Park/Pool- Palm fronds in the park area need to be picked up

**OLD BUSINESS**

**Volunteers to spread the mulch**

It was talked about the Boy Scouts getting that project completed and John would get it worked out.

**Broken Bench in the park**

It was stated that we will need to get new ones

**NNO**

This was cancelled due to the weather.

**Trees in the park and pool area**

Stated we would get with the landscaper to pick up all the palm fronds.

**NEW BUSINESS**

Board asked if the welcome letter has been sent out to the community informing of the new management company. Kari stated we will check with the mailing department once back in the office.

**HOMEOWNER FORUM**

A present homeowner asked what Sterling's charge is for submitting/reviewing ACC's? Kari from Sterling stated there was no fee to the homeowner to submit an ACC Application.

The Board talked about doing an event since the Neighbors Night Out was cancelled due to the weather.

With no further business to come before the Board the Board adjourned the General Business Meeting at 7:53 p.m.

*Deyla Robles*

\_\_\_\_\_  
Deyla Robles President

*Kari Lemoine*  
\_\_\_\_\_  
Property Manager