

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
TOWNWEST SECTION 5 & 6**

**March 11, 2025
James West Community Center**

CALL TO ORDER

With a quorum of Directors present, the meeting was called to order at 6:01 p.m. Those present are as follows Betty Stewart, George Felder, and Esteban Lopez. Representing Sterling ASI is Community Manager Cathy Hooper.

MEETING AGENDA

The Board reviewed the agenda. B. Stewart motioned to approve, G. Felder seconded the vote, and all were in favor.

MEETING MINUTES

The Board reviewed the meeting minutes from the previous meeting. B. Stewart made a motion to accept without revisions with a second from E. Lopez and all were in favor.

FINANCIALS

Cathy Hooper, from Sterling, went over the February 2025 financials.

HOMEOWNER FORUM

Three homeowners were present.

NEW BUSINESS

A motion was made, seconded, and approved to appoint Ana Orellana and Joann Frizzle to the Board of Directors.

A motion was made, seconded, and approved to send account 275376 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266100 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266100 to the attorney for another deed restriction violation.

A motion was made, seconded, and approved to send account 293527 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 304783 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266235 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266270 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266282 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266295 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266304 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 2817989 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to send account 266375 to the attorney for a deed restriction violation.

A motion was made, seconded, and approved to not waive any fees on account 378008.

A motion was made, seconded, and approved to not wave any fees on account 266192.

A motion was made, seconded, and approved to accept the Greater Houston Pool Management bid for the association's pool maintenance contract.

A motion was made, seconded, and approved to accept the bid from Cypress Signs for the community center sign.

A motion was made, seconded, and approved to close the association's bank account to 1st Citizens Bank.

The Board discussed upcoming plans to remodel the long room into a kitchen. No decisions were made at this time.

The Board discussed obtaining a storage container to be placed on the community center premises. An estimate was provided including delivery. Director Felder will get estimates for a slab. No decisions were made at this time.

The Board discussed the bathroom remodel, the need to redo the floor in an epoxy and the remodel of the long room. C. Hooper is still getting bids for the Board to review.

Next meeting will be on April 8, 2025

A motion was made, seconded, and passed unanimously to move into executive session at 6:45 p.m

**EXECUTIVE SESSION SUMMARY, INITIATION OF FORECLOSURE & ENFORCEMENT ACTIONS,
APPEALS FROM DENIAL OF ARCHITECTURAL APPROVAL & SUSPENSION OF OWNERS RIGHTS**

The delinquencies and attorney status reports were reviewed.

- The Board reviewed compliance issues and directed the managing agent on how to proceed
- With no further business to come before the board the executive session was adjourned at 6:58 PM. There were no homeowners waiting for a summary of the executive session.

Cathy Hooper -Property Manager

