

Conroe Bay Civic Association  
12948 Point Dr. Willis TX 77318  
2026 1st QUARTER Board MEETING MINUTES

Meeting date: 03/17/2026

Board members attending:

President: James Brown  
Director: Rick Matlock  
Treasurer: Mary Proescher  
Director: Nick Naymic

President James Brown called the meeting to order at 7:04pm

Meeting started with Mary Proescher reading the minutes from the 2025 4<sup>th</sup> quarter meeting.  
Motion to approve minutes was made by James Brown  
The motion was seconded by Mary Proescher.  
Motion was approved by the board. All voted yes.

Mary Proescher read the January 20,2026 Special meeting minutes.  
Motion to approve minutes was made by James Brown.  
The motion was seconded by Rick Matlock.  
The motion was approved by the board. All voted yes.

Mary Proescher read the Treasurer's report.  
\$25,026.93 was in the checking account.  
Balance of Community Center loan was \$29,497.01.  
There were 17 delinquent assessments accounts.  
Reimbursement policy was reviewed.  
Jane Byrns asked about the prepayments that were carried over from 2025. The prepayments were discussed.

Mary requested approval for an ATM card and supplies needed to send out delinquent statements.  
Motion to approve by James Brown.  
Motion seconded by Nick Naymic  
Motion was approved by the board. All voted yes.

Nick Naymic reported on deed restrictions. There were two deed restriction offenses. Letters were to be mailed out.

Architectural Report was given by John Barrera.  
One open request.

Community center report was given by Debbie Barrera.  
There had been two rentals.  
Maximum occupancy for an event reduced down to 60 people.

Old Business

Request for volunteers to join board. Need a Vice President and Secretary.

New Business:

Six homes participated in the subdivision garage sale. October 24,2026 is the date for the next community garage sale.

Jennifer Cox and Christie Wearen volunteered to take over managing Facebook and the CBCA website. Motion to approve Jennifer Cox and Christie Wearen taking over the management of the Facebook page and CBCA website was made by James Brown. Motion was second by Mary Proescher. Motion was approved by the board. All voted yes.

Jennifer Cox requested that she could manage the front entrance sign for holidays and special events. The motion to approve was made by James Brown. Motion was seconded by Mary Proescher. The motion was approved by the board. All voted yes.

Using Teams to have online CBCA meeting for residents to log on to was discussed. It was decided to look into it.

2<sup>nd</sup> Quarter meeting will be held on June 9,2026 at 7pm at the community center.

Motion to adjourn was made by Mary Proescher. Motion was second by Nick Naymick. Motion was approved by board. All voted yes.

Meeting adjourned at 8:16 pm.

After the 1st quarter meeting at the community center concluded, the board held an executive session to address a payment issue. James Brown called the meeting to start at 8:45 pm. However, the parties involved did not attend. Consequently, the board decided to uphold their original decision until proof of payment was submitted to the board.

Motion to adjourn was made by Mary Proescher. Motion was second by James Brown. Board approved motion. Executive Meeting adjourned at 9:00 pm

Approved by board on 6-9-26  
MP