

**COPPERBROOK HOMEOWNERS  
ASSOCIATION, INC**

Monthly Board of Directors Meeting

La Madeleine  
March 14 2024 – 6:00 PM



# **COPPERBROOK HOMEOWNERS ASSOCIATION, INC**

## **Monthly Board of Directors Meeting**

March 14, 2024 6:00 PM  
La Madeleine  
19710 HWY 290 NW FWY, Suite 100  
Houston, TX 77065

### **MINUTES**

#### **Directors Present**

Elias Megersa - Vice President  
Jo Stegmaier - Secretary  
Angelica Pena - Treasurer  
Mabeleine Bulan - Director

#### **Directors Absent**

Francesca Garcia - President

#### **Additional Attendees**

Homeowner, Nydia Hernandez  
FirstService Residential Community Manager, Beth Liles

### **I. CERTIFICATION OF QUORUM**

### **II. CALL TO ORDER**

#### **Motion**

Motion to call meeting to order at 6:03PM by Elias Megersa. Seconded by JoDee Stegmaier.

### **III. APPROVAL OF PRIOR MEETING MINUTES**

### **IV. HOMEOWNER FORUM**

Homeowners in attendance brought a question over parking commercial vehicles in the community. Per the governing documents of the community, commercial vehicles are prohibited in the community.

### **V. RATIFIED ACTIONS**

#### **A. INSURANCE 2024-2025**

Discussed insurance extension extending the expiration date to 1/31/24.

#### **B. 2024 WIV MASTER ASSESSMENT INVOICE APPROVED FOR PAYMENT**

2024 Master Assessment Invoice paid

#### **C. WATER POOLING REPORT**

- Water Pooling Report – **Projected timeline of completion 4-6 months.** 8610 Majesticbrook: WO# HCC0013414; 8727 Copperbrook: WO# HCC0013408; 8747 Copperbrook: WO# HCC0013407; 8759 Copperbrook: WO# HCC0013410; 14731 Trailbrook: WO# HCC0013406; 14903 Englebrook: WO# HCC0013412; 14926 Lindenbrook: WO# HCC0013411

#### **D. WO17 ELECTRICAL REPAIR - PARKING LOT LIGHTS**

pending completion of the electrical repair to the parking lot lights.

### **VI. REPORTS**

#### **A. PROPERTY MANAGEMENT REPORT**

Management reviewed the financial statements for the period ending in 01/31/2024. On that date, the Association had a cash balance of \$111,742 in the operating fund and \$77,265 in the replacement fund. For the Year the Association has had a total revenue of \$41,197 and total expenses of \$16,445, operating at a Surplus of \$24,752. Management reported, the Association had a total of 78 Deed Violations, 3 open Work Orders and 49 Resident Inquiries.

#### **B. FINANCIAL REPORT**

Review of January 2024 financials. Topics of discussion contained the memorial area contract and possibly trying to lower contract rate or confirm a cut off date.

### **VII. WORK ORDERS**

#### **A. WO18 CURB REFRESH**

Board approved and signed D&C Contracting proposal.

### **VIII. BOARD OF DIRECTORS FORUM**

#### **A. VIOLATIONS/FINE POLICY**

Review of current fine policy for the Community. Board motioned and approved to change the letter sequence in our system to 1st and 2nd violation letters being friendly reminders. 3rd violation letter will be sent certified.

#### **B. POOL SEASON**

confirmed revisions of pool waiver form for the current year

### **IX. ADJOURN TO EXECUTIVE SESSION**

### **X. RECONVENE TO OPEN SESSION**

Board approved and signed affidavit lien against unit 0142. Beth Liles, witness of Elias Megersa's signature will get the affidavit lien notarized.

### **XI. ADJOURNMENT**

#### **Motion**

Motion to adjourn this meeting at 8:16PM by Elias Megersa. Seconded by Angie Pena

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**APPROVED**

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**DATE**