

RIVER PLANTATION COMMUNITY IMPROVEMENT ASSOCIATION, INC.

Board of Directors Meeting

May 9, 2017

The Board of Directors meeting of River Plantation Community Improvement Association, Inc. was held on the above date at the River Plantation Office located at 451 River Plantation Drive in Conroe, Texas 77302.

Directors Present: Jamie Goodman, George Gilmer, Linda Schneider, Steve Schneider, Mike Lee, Eric Bunsey

Directors Absent: Steve Dresel, Joe Tipton, Annie Altenhofen

Also in Attendance: Bridgett Cummings representing Crest Management, as managing agent.

Call to Order: Due notice having been given and a quorum being present, the meeting was called to order at 6:42 pm.

Approval of Minutes: Motion was made to approve the minutes of the Board of Directors meeting held on April 11, 2017. The motion was seconded and unanimously carried.

Treasurer's Report: Director Bunsey reviewed the April financial statements.

Action Item Report: Ms. Cummings reviewed the action item report noting the following:

- The current general liability policy is sufficient to cover a vending machine at the pool, should the Board decide to purchase one. The property policy will be reviewed at that time to ensure adequate coverage in case of damage.
- An invoice from March was reviewed. The Board provided instructions to reclassify the expense to the flood insurance claim.
- An emergency phone is required at the pool in accordance to state statute rule 265.199.
- The County Commissioner's office advised that to reduce the speed limit, a petition would need to be signed by a majority of residents. The County would then submit the request to the State who would conduct a warrant study.
- The most recent Waste Management invoice included a credit for one month of overbilling. A decision on how much they will credit is pending.
- A list of audit adjustments were presented. The Board approved following the CPA's suggestions to make corrections. The Board also approved writing off the Service Fee Deposits totaling \$42,003.
- A termite inspection has not been done since 2014. The Board approved having one done now of the office, gazebo and pool building.
- The gazebo repairs were less than \$400 and were completed without requiring a bid.
- The letter to Fairway Village residents has not yet been drafted awaiting final decision on a proposed merger.

Decisions Made Between Meetings: No decisions were noted as being made between meetings.

Committee Reports: *Grounds & Maintenance* – Director Goodman reported irrigation repairs scheduled for Tom Phillips Park this week. Two lights under the bridge were recently replaced. One has since gone out again. The electrician will be replacing these lights under warranty, as well as lights at the gazebo and pool/park.

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Park and Pool – The pool is believed to be leaking again. Ms. Cummings has requested American Leak Detection check all work that is under warranty and has contacted other companies to obtain proposals for another leak detection.

It was noted that repairs are needed to the pool fence. Additional information will be provided to Ms. Cummings to get bids.

Security and Safety – Director Goodman noted 9 new streetlights to be installed. Director Tipton is working with Entergy to obtain pricing and a timeline.

Special Events – Director Gilmer provided details on the upcoming Memorial Day Party.

The Spring Garage Sale was a success with over 400 maps handed out to visitors.

Architectural Control – Director Schneider provided an update on recent applications.

Communication – Director Goodman emailed a draft newsletter to the Board for review. Once approved, it will be emailed to all registered email addresses and posted in a box at the office for pickup.

Business: Pool tags will be distributed on five days at the office and at the pool during the Memorial Day Party.

Proposals were presented for an emergency phone at the pool. Motion was made, seconded and carried to purchase the cellular option for \$895 and to enroll in the upkeep program for \$20 per month.

Proposals were presented for playground repairs. Motion was made, seconded and carried to approve repairs by McKenna Contracting totaling \$3,250.

Preliminary proposals for budgeting purposes were presented to install a shade over the playground.

A draft collection policy was reviewed and discussed. Motion was made, seconded and carried to adopt the policy as presented.

The Directors and Officers Insurance Policy expires on June 1, 2017. The policy premium has increased by \$99. Motion was made, seconded and carried to renew the policy.

A Certificate of Correction was presented to correct the Association's name on a Certificate of Reinstatement that was filed in 2016. The error on the document is that it contained Inc. in the name. The Board approved signing and filing the Certificate of Correction.

The 2017-2018 budget was tabled.

Executive Session Summary: The legal status report was reviewed. No action was authorized.

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The delinquency list was reviewed. The Board approved sending certified demand letters to all accounts owing more than \$1,000. Delinquent accounts owing less than \$1,000 will received a demand letter by regular mail.

General Session: The Board reconvened the general session. There were no homeowners present. The Board discussed the Association owned lot that is currently for sale. Motion was made, seconded and carried to reduce the list price to \$15,000.

There being no further business to come before the Board, the meeting adjourned at 9:45 p.m.

Authorized Officer

Date