



Cimarron Country Property Owner's Association Board of Director's Meeting Minutes

Meeting Date:	5 October, 2017
Meeting Time:	6:00 PM
Meeting Place:	Investment Management Company 2002 Timberloch Place, Suite 150A; The Woodlands, TX 77380
Meeting Type:	CCPOA Board of Directors Meeting
General Subject:	To address and transact the business pertaining to the Cimarron Country Property Owner's Association
Directors Present:	Barb Brown, George Drewry, Mike Honsinger (via phone), Don Chance (via phone), Jim Hageman (phone for first half of meeting, then in person)
Directors Absent:	none
Others Present:	A few CCPOA lot owners, see attached sign-in sheet.
Submitted by:	Mike Honsinger, CCOPA BOD Secretary

Meeting Minutes:

Call to Order – at 6:30 by President Barb Brown. Delayed awaiting the arrival of Mr. George Drewry so that all 3 directors would be present.

Roll Call – 100% Board members (three, Brown, Drewry, Honsinger) present for a quorum.

Resignation of Director – Roy Rice resigned via email, 4 Oct 2017. Another open position remains from Nick Miller's resignation at 20 September meeting.

Proof of Notice of Meeting – Website post, and sign at front of Subdivision.

Reading of Minutes of Preceding Meeting

- Brown read 20 Sep 17 minutes, Drewry motioned to accept, Honsinger second, all in favor.

Reports of Officers

- Postponed until subject matter areas below.

New Business

- Drewry made motion, Honsinger second, to accept Roy Rice resignation and appoint Don Chance to Board. All in favor. Chance accepts (being present by phone).
- Discussion on approving various BOD meeting minutes from 2016 and 2017, hand written by Scott Shelburne (Secretary at the time), but soon to be transcribed by Drewry. All directors to review and approve via email in the coming weeks.
- Discussion of procedures to be used to deliver notice to lot owners of deed restriction violations. Consensus was to have Investment Management Company (IMC) compile violations each month, provide the list to the BOD for approval, then have IMC mail letters showing the letters' signature block as "CCPOA Board of Directors", but without an actual signature. LeFlar at IMC will be the Primary Point of Contact for CC violation letters, responsible for creating them, mailing them, and monitoring the correction of the violation.
- By-Law alignment: Goal set for new edition of CCPOA By-Laws, 31 Dec 2017. Drewry will send attorney and IMC list of current known By-Law conflicts with TX state law for their review and suggestions. Drewry will determine status of historical Policy & Procedure documents to see which ones are still in effect. September 2015 minutes show that 10 policies were rescinded, leaving 5 active ones. Goal set of 15 Nov 17 to determine which policies have been properly rescinded by filing with the county, which policies are still valid, and which ones the current BOD wants to keep.
- Transfer of responsibilities to IMC from the BOD: BOD will continue to store currently stored paper records. BOD will work towards storing all documents on BOD Dropbox.com folders and in IMC's cloud storage.
- Future maintenance of cimarroncountrypoa.org website: Honsinger made motion, Drewry second to hire Felicia LeFlar as an independent contractor to maintain the CCPOA website at the rate of \$30 per hour. All in favor.
- Drewry made motion, Chance second, to appoint Jim Hageman to Board, all in favor. Hageman accepts (present).
- Open discussion on suitability of each director for various positions. Honsinger motions, Drewry seconds to make Hageman Treasurer and Chance Director-at-Large. All in favor. All other positions remain the same.
- Discussion on current security patrols being paid for by CCPOA for two officers, 24 hours per month each. Drewry motions to cut security budget in half. No seconds. Honsinger motions to eliminate all security patrols, Chance second, all in favor, except Drewry. Motion passes. Honsinger will notify officers, giving 2 weeks notice, allowing 18 hours per officer for October, to be accomplished by 20 Oct 17.
- 2017 financial issues of checkbook, storage unit, and street lights discussed and resolved.
- All Directors agreed, in the interest of time, to move 2018 budget discussions to the next BOD meeting.
- BOD Open Session closed at 8:40PM.

Executive Session (Directors only present)

- Opened at 8:40PM, closed at 8:50PM. Discussion on Deed Restriction violation(s), ACC Construction Approval violation(s), and unpaid dues issue(s).

Open Session

- Re-opened at 8:50PM.

Next Meeting

- 9 Nov 2017, 6PM, location TBD.
- **Adjourn Meeting** –Brown made motion to adjourn, Drewry second. All in favor. Meeting adjourned at approximately 9:00 PM.