



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

<b>Meeting Date:</b>	9 November, 2017
<b>Meeting Time:</b>	6:00 PM
<b>Meeting Place:</b>	HEB BBQ meeting room 7988 FM 1488, Magnolia, TX 77354
<b>Meeting Type:</b>	CCPOA Board of Directors Meeting
<b>General Subject:</b>	To address and transact the business pertaining to the Cimarron Country Property Owner's Association
<b>Directors Present:</b>	Barb Brown, Mike Honsinger, Don Chance, Jim Hageman
<b>Directors Absent:</b>	George Drewry unavailable due to poor phone connection.
<b>Others Present:</b>	Two CCPOA lot owners, see attached sign-in sheet. Steve Durham, IMC.
<b>Submitted by:</b>	Mike Honsinger, CCOPA BOD Secretary

### Meeting Minutes:

**Call to Order** – at 6:07PM by President Barb Brown.

**Roll Call** – 80% Board members present for a quorum.

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

#### Reading of Minutes of Preceding Meeting

- All directors read 5 Oct 17 minutes via email, Honsinger motioned to accept, Chance seconded, all in favor. Additionally, minutes from 2016 and 2017, typed by George Drewry during Oct 17 from handwritten notes taken at various meetings by Secretary Scott Shelburne, were also approved.

#### Reports of Officers

- Postponed until subject matter areas below.

#### New Business

- Discussion on financial records transfer to IMC.
- Hageman motioned, Chance seconded, all in favor of having Barbara Brown, James P. Hageman, and John Stephen ("Steve") Durham (IMC) be the only signature authorities, effective 9

November 2017, on Cimarron Country Property Owners Association savings account x-268 and CD accounts x-091, x-347, x-065, and x-808.

- Hageman motioned, Chance seconded, all in favor of closing the CCPOA savings account x-268 (Historically used in recent years to differentiate Cimarron Country Architectural Control Committee transactions from the rest of CCPOA transactions.) and placing those funds into the CCPOA checking account where ACC transactions will be tracked along with all other CCPOA financial transactions.
- Discussion, then Honsinger motioned, Chance seconded, all in favor of the CCPOA adopting a policy of adding a \$75 fee to the current standard transfer fee charged by IMC.
- Discussion, then Chance motioned, Hageman seconded, all in favor of NOT increasing 2018 annual assessments.
- Discussion on keeping soft copies of CCPOA documents on Dropbox.com versus on IMC's GenArc document storage system. Brown and LeFlar will review all current soft copy documents to determine which are necessary to keep on file electronically. Then, Honsinger and LeFlar will determine most logical method to store documents on Dropbox.com and/or IMC's GenArc document storage system.
- Discussion, then resolution, by all board members to support CC ACC by requiring that partially complete or completed construction projects, built without prior ACC approval, be brought into compliance with CC deed restrictions by having lot owners with such projects submit a retroactive Construction Application to the ACC following the same standardized approval process that a proposed construction project would. The board resolved to take action on these deed restriction violations as it would with other violations, beginning with sending a letter of notification (via IMC) to lot owners requiring them to submit a Construction Application immediately. Although the CC deed restrictions do not directly address the course of action to be taken for un-approved construction projects that have begun, or have been completed, the board resolved to support the ACC's use of their variance-granting powers to require a retroactive Construction Application.
- Discussion on a social committee to promote attendance at annual meetings, social events, etc.
- Discussion on a resident-run security program. Consensus was reached to not create one.
- Discussion on transitioning roles and responsibilities to IMC.
- All Directors agreed, in the interest of time, to move 2018 budget discussions to the next BOD meeting.
- BOD Open Session closed at 7:45PM.

#### **Executive Session (Only Directors and Steve Durham present)**

- Opened at 7:45PM, closed at 8:25PM. Discussion on Deed Restriction violation(s), ACC Construction Approval violation(s), and unpaid dues issue(s).

#### **Open Session**

- Re-opened at 8:25PM, closed at 8:30PM.
- Next meeting will be early December 2017, time, date and location TBD via email. Brown will coordinate.
- Adjourn Meeting –Brown made motion to adjourn, Honsinger second. All in favor.

