

Northbrook Property Owner's Association  
Board & Member Meeting  
April 21, 2009

- A. Members present
  - a. District 1 – Larry Odensky – present
  - b. District 2 – Nancy Strait – present
  - c. District 3 – Robert Moore – present
  - d. District 4 – Rebecca Schiff – not present; resigned
  - e. District 5 – Mark Preslock – not present (working)
  - f. District 6 – Christine Aguilar – present
  - g. President – Nathan Moore – present
  - h. Vice president – Britt Hutchison – present
  - i. Treasurer – Ellen Ignatow – present
  - j. Secretary – Shannon Hawkins – present
- B. Meeting Agenda
  - a. Meeting was called to order at 705pm
- C. 2009 March minutes
  - a. A motion was made to approve these minutes with corrections as indicated via email. This motion was seconded, voted upon, and approved.
- D. Financial report
  - a. Ellen handed out the financial report
    - i. Final tax bill has been finalized.
    - ii. Painting and graffiti removal was categorized under security.
    - iii. There is a foreclosure on Rollingbrook.
- E. Old Business/Update
  - a. Thor Electric has completed the conduit repairs.
    - i. We still need to get rid of the fire ant problem before they eat all the wiring.
    - ii. Britt will look into this.
  - b. NPOA wrought iron fences have been painted (end caps/pool).
  - c. Standing water problems in greenway (to complete March/April)
    - i. Areas behind 6115 & 6118 Vicki John, 6200 Claridge estimated \$3000
    - ii. Not enough money in budget to complete this year
    - iii. Additional areas needed as well, need to add to 3-5 year projection
    - iv. Should we still pursue City as an option to save money? Britt will get with Mark to see the status of this issue.
  - d. NPOA Annual Yard Sale.
    - i. April 25 (9-4) & April 26 (10:30-2). Advertising has been setup with Houston Chronicle and Green Sheet.
    - ii. Pat has given Britt signs and Britt is planning on updating and posting.
    - iii. Due to lack of newsletter we failed to notify neighbors without email.
  - e. Pool updates and plastering has started and is almost complete. In addition the expansion joints and the caulk around the pool are being replaced.
  - f. Update on deed restriction violations for fence issues
    - i. Britt and Mark will walk greenways at end of April to verify fences. Final notices will be mailed at that point.
    - ii. 42 fences, 50% completed.
    - iii. The fence on Sanford has been quickly replaced. This fence was a particular security issue.
  - g. Update on deed restriction violations mentioned at Feb/March 2009 meeting

- i. 6103 Creekbend Dr – certified letter was sent. We are still awaiting a response from home owner.
  - ii. A long discussion ensued regarding what we can gain by turning this over to the attorney. Also discussed how to calculate the 51% brick.
- h. Update on deed restriction violations mentioned at Jan 2009 meeting
  - i. 6211 Rollingbrook – large dog in front yard -- Nancy and Britt have not seen the dog in the yard. There have been no additional complaints.

#### F. New Business

- a. Cortez Pool has quoted pool maintenance for 2009-2010 for \$5838. This was an increase of only \$300 from last year. They are the same company that did the plastering. Thus, they have an incentive to maintain the pool well.
  - i. A motion was made to approve funding for \$5900 for Cortez Pool for the contract. This motion was seconded, voted upon and approved.
- b. Kiddie Cushion is needed around playground for safety reasons. Approval for Adventurer Playground Systems to add an additional 6 inches of mulch was passed via email. Install will be in May.
  - i. There is a certain amount of mulch required to be in the playground. 9 inches required so we need to add 6 inches.
  - ii. We will likely have to add 2 inches next year.
- c. New Pool Hours, Open May 23 (Memorial Weekend) to Oct 6 (National Night Out), Hours of Operation Tues-Sunday 9a-7p, Closed Monday for maintenance. We will have a caretaker to open/close the pool.
  - i. This will not increase our cost because the caretaker will still only work 2 hours a day. However, this will increase for an extra month of caretaker expense.
  - ii. Perry Barefield has agreed to be caretaker.
  - iii. The pool is not opened at night. There is no swimming at night. If someone rents the clubhouse, the pool will then be closed.
  - iv. Anytime there is a party where there are non-NPOA people, there needs to be lifeguard.
- d. Clubhouse.
  - i. We are looking into planting some flowers. Beautification committee is meeting on Thursday.
  - ii. The exterminator has already been here.
  - iii. Britt will be looking into the structural repairs. We have a foundation contract.
  - iv. Exterior needs some rotted boards replaced. Britt has received quotes and recommends going with Agustin Najera for \$1800.
    - 1. This price includes painting both buildings and brick.
    - 2. A motion was made to approve \$1800 for Agustin Najera to paint the clubhouse. This was seconded, voted upon, and approved.
- e. Trip hazard at concrete incline to clubhouse and in pool area. CRC has quoted to grind these areas for \$450.
  - i. A motion was made to approve \$450 for CRC to grind two areas that are trip hazards. This motion was seconded, voted upon, and approved.
- f. Jereme Scott is having a Beautification Committee Meeting at the Clubhouse Thursday, April 23 at 630pm to plan area around clubhouse and pool. Let Britt know if interested.
  - i. Shannon will send out an email regarding this meeting.
- g. Many complaints about stray/feral cats last 3 years. Problem seems to be growing. Lisa Lowenstein has proposed a trap, neuter/spay, release program. NPOA to purchase a trap and pay for service at a discounted rate. We can also use BARC for free pickup (BARC is no kill service). Traps run about \$80. We need at least one trap, but suggested 4.

- i. Operation Hope is a catch, neuter and release program.
- ii. Nathan can get the traps for \$15.
- iii. Britt did not know if the City would give rabies shot before releasing cats.
- iv. A flyer will need to go out regarding the traps.
- v. Britt will be the cat handler, checking traps daily.
- vi. A motion was made to purchase one trap as a trial run by Nathan Moore. This motion was made, seconded, voted upon, and passed.
- vii. A neighbor brought up a 50 pound opossum that has been eating fences in our neighborhood.
- h. District 4 Representative has resigned. We need someone to fill this position. Britt and Shannon will look in their district for a person.

G. Additional help needed to assist NPOA

- a. Pool Opening Party. Saturday, May 23, 12p to 3p. Britt will coordinate but needs help. We will need help with getting supplies, food, and someone to cook on the grill. We will have a May newsletter to announce the party.
  - i. Britt will contact Shirley, Sue and Debbie.
- b. Clubhouse. The clubhouse needs renovated, but it first needs some structural repairs. We need a committee to help get contractor bids and to help follow through with this project.
- c. Newsletter. We need help with the newsletter. We need volunteers to write monthly columns, compile/format, proofread, and print. We need someone to help find new contractor sponsors and keep existing sponsors.
  - i. Monthly columns. (Mark Preslock – Security; Delia Cowles – Deed Restrictions; Britt Hutchison – current NPOA events and Trash; Robert Moore – Yard of the Month; Shannon Hawkins – summary of meeting minutes)
  - ii. Due date for articles need to be determined.
  - iii. Proofread and Print – Britt and Shannon
  - iv. Email most newsletters. District reps to hand deliver to neighbors without email.
- d. Directory. Dottie Ward has agreed to help. We will try to get Dottie the data by June.

H. New Business/Committee Reports

- a. Deed restrictions (Britt Hutchison & Nathan Moore)
- b. Security/Trash (Mark Preslock)
- c. Trash (311)
- d. Pool – Cards are \$10. Stickers will be added to return to NPOA for refund. This is not annual.
- e. Greenway maintenance
- f. Clubhouse rental
- g. Hospitality/Social
- h. Newsletter ideas

I. The meeting was adjourned at 807pm