

Northbrook Property Owners Association

Board & Member Meeting Minutes

Tuesday, February 19, 2008

1. Board Members Attending:

Sheldon Isman, President
Stephen Haslam, Vice-President
Ellen Ignatow, Treasurer
Shannon Hawkins, Secretary
(Barbara & Ron Kirshy), District 1
James Tisdale, District 2
Pat Gana, District 3
Shannon Hawkins, District 4
Mark Preslock, District 5
Dan Smith, District 6—not present

2. Committee Chairs Present:

NPOA Board, Deed Restrictions
Earlene Gales, Hospitality –not present
Mark Preslock & Dan Smith, Security & Traffic
Pat Gana, Trash
Victoria Linares, Northbrook Young Adult
Association Liaison
Lisa Lowenstein, Club House Rental

3. Pre-meeting reparation

Not at this meeting

4. Member Meeting with District Representatives

Two greeters were at the clubhouse door directing people to their District table. Each table set with signs denoting the 6 Districts and District Representatives seated at respective tables. District Representatives had Members sign in at their District table.

Member meeting called to order at 7:12pm after snacks.

Views of Members on issues to be voted upon by District Representatives at Board Meeting will be discussed before the Board Meeting at the Member Meeting.

Items for discussion at Member Meeting between District Representative and Members:

A. Committees are unfilled

- a. We still need to find someone to oversee the Greenways, Clubhouse maintenance, and the Pool. Stephen made a point that these committees will not be taken over by the NPOA board. They just won't get done.
- b. Earlene Gales needs some assistance with the hospitality committee.
 - i. Shirley York and Sue Maguire signed up to help out.

B. Greenways Maintenance

- a. Stephen gave a brief update on the state of the sewer repair project being done by the City of Houston. This is scheduled to take another 6 weeks but likely 8 weeks due to weather.
- b. This same inspector will come out and inspect the huge ponds of water in the greenways. Stephen will get with this inspector to find a time to inspect what needs to be inspected.

C. Newsletter needs assistance

- a. If you have any writing skills, please step up and help with the newsletter. Help is needed with articles, assisting others to write articles, etc. If you are able to help, please contact Stephen or newsletters@northbrookpoa.com

D. Maintenance of Clubhouse needs a person

- a. This person needs to assist in coordination of general maintenance for the clubhouse.

E. Pool summary

- a. 4 options for what to do with pool that were discussed at the meeting on 2/16/2008
- b. We do not have all the data and need a number of people to help with each of these options. These people would come back with a proposal to the NPOA board.
- c. Steve Gordon volunteered his legal services for any potential pool associated questions.

F. **Voting rules were discussed**

- a. To have a membership vote, the NPOA board must vote to put it as a membership vote.

Meeting was adjourned at 7:45.

District Members present included:

- | | | | |
|-------------|---|-------------|---|
| District 1: | Ron Kirshy
Barbara Kirshy
Larry Odensky
Lisa Lowenstein | District 3: | Wanda Anderson
Shirley York
Steve Gordon
Pat Gana |
| District 2: | Nancy Strait
Sheldon Isman
Sue Maguire
Jim Tisdale
Arna Isman | District 4: | Ana Victoria Linares
Azieb Tekle
Heidi Wallace
Shannon Hawkins |
| | | District 5: | James Preslock |
| | | District 6: | Maricela Villegas
Ellen Ignatow |

5. Board Meeting

Northbrook Property Owner's Association Board Meeting called to order at 7:55pm.

5.1 New Business

- 5.1.1 Minutes.** Approval of January 2008 NPOA Board Meeting Minutes with corrections as noted via email. A motion was made, seconded, and voted on via email. The motion passed.
- 5.1.2 NPOA Youth Group.** Ms. Linares gave an overview of the first meeting and gave some of the ideas that would benefit the members, including community service, tutoring, cleaning the neighborhood, etc. Shelly brought up a NPOA neighborhood tree planting as an upcoming event. Ms. Linares is going to write something for the next newsletter for this group.
- 5.1.3 Grants.** Ms. Gauna wants to help write the grants and be the community liaison. These grants are for endeavors which increase community and police involvement. Shelly Isman and Stephen Haslam will follow up with Ms. Gauna.
- 5.1.4 Clubhouse.** At the last rental of the clubhouse, the loud music went on until 3:00am. Lisa wants to add something to the clubhouse rental contract to say that loud music cannot go on past a certain hour. Pat brought up asking Steve Gordon to assist in adding this wording.

Motion: A motion was made to insert specific wording Saturday for noise restriction on the NPOA Clubhouse into the rental contract about 10:30pm on Sunday, Midnight on Friday. This was seconded, and the NPOA board voted unanimously in favor, and the motion passed.

- 5.1.5 Directory.** Update given on progress of this project by Shannon. Survey should go out via email next week with follow up for those who do not respond via email or do not have access via email. For those who do not respond via email, a door-to-door approach will be undertaken. NPOA members will be given the option of electronic or paper versions of the new directory.

5.1.6 Trash. Larry brought up that this current service was a waste of money due to the lack of continuity of cans, minimal waste collection twice a week when the City would pick up more trash but once a week. Pat had no reports to Waste Management regarding trash pick up. **Two members have volunteered to help Pat look into switching to City of Houston trash pick up.** Ellen brought up that Alyce Coffey works for solid waste management for Houston. **Ellen will email Pat with contact information.** Lisa pointed out that she was able to acquire details regarding City of Houston trash services, but could not get the person to return her call to sign NPOA up for the service.

5.1.7 FINANCES. The February 2008 financial report was handed out by Ellen. Security was added as a category for \$5000 for the budget. We will sell newsletter/webpage ads. Ellen wants the 2007 financial report in the March newsletter. **She will send it to Stephen to get in the newsletter.** 66% of the assessments have been paid, which is about average for this time of year. **Ellen could get with Roxanne Edee to assist with the Quick Books account,** but Ellen claims to be content using Excel for reports.

There was a long discussion over why some money for 2008 assessments is actually on the 2007 assessment year end summary. Ellen deposits the money as it comes in. Since some of the 2008 assessments are collected at end of 2007, this money shows up in 2007 and not 2008.

5.1.8 SECURITY

Mike went to the PIP (Positive Interaction Program) meeting of HPD. They had a speaker on animal cruelty. A meeting will be at Milnes Elementary regarding the low income houses going in. Shelly knows of a grant that helps getting money for security upgrades to the community. Some of these grants are \$15,000. **Ms. Gauna has agreed to write these grants as noted above.**

Ms. Strait recommended putting something in the newsletter regarding the COPs program. This brought up a rehash of the reasons why the NPOA board does not financially support the COPs program in our neighborhood. **Shelly will coordinate with the COPs program person to write an article.**

Mr. Tisdale brought up the security reports collected in 2007. Very few of these items have been acted upon. **Pat and Mark are to get together the low cost prioritized list of things that can be done.** Action on these items will be started before the next meeting. Items costing less than \$500 can be approved by the Executive Committee. More expensive items should be proposed before the entire board.

5.1.9 Pool

Board members agreed that teams should be commissioned to research options and present proposals on two options: (1) keeping the pool open, (2) closing the pool. Written reports should be delivered to the Board President by April 1, so Board Members can review the data and make a decision by the April 15th Board Meeting.

5.1.10 Clubhouse Repairs

A motion was made to authorize up to \$1,000 for clubhouse repairs and to repair rotting caused by poor drainage. This was seconded, and the NPOA board voted unanimously in favor, and the motion passed. Shelly Isman has contractors engaged, and will oversee their work.

5.1.11 Security

Members discussed the dangers that may be associated with the gang graffiti painted on the clubhouse last weekend. Police said the message of writing was a threat from one gang group to murder a member of another gang group. This indicates that gang members are using the

park and clubhouse area as a meeting place at night. Homeowners should be careful at all times of day when groups of young men are found in the greenway areas.

The meeting was adjourned at 8:55 pm.