

Northbrook Property Owners Association

Board & Member Meeting Minutes

Tuesday, March 18, 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
Britt Hutchison, District 4
Mark Preslock, District 5
Dan Smith, District 6

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—not
present

3. Opening: Braes Oaks Management District Presentation

A Board Member from Braes Oaks Management District gave a 20-minute presentation on what they could do to help NPOA. They have many resources for our community.

4. NPOA board and member meeting

The meeting was called to order at 726pm after refreshments and the Braes Oaks Management District.

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

A. Seeking Grants

- a. Ms. Gauna wanted to do the grants but backed out. Shelly wrote the grant. It will take at least 2 months for us to here anything from them. The Braes Oak Management District told Shelly there were grants up to \$10,000 available. **We need someone to make some phone calls and apply for these grants.** If anyone would like to assist with this please email president@northbrookpoa.org. Victoria Linares volunteered to help.

B. Directory Report

- a. The response has been limited. Additionally, reminder emails will go out soon, then people will be contacted by phone and then in person. **Shannon will send out emails this week.**

C. Financial Report

- a. Ellen passed out the February financial report. On the back of the report are the new owners. 73 percent of the assessments for 2008 are paid. We have sold a foreclosure and haven't had any foreclosures for a couple months. **Stephen and Shelly want to know if Ellen is having any trouble regarding collecting assessments.**

D. Greenways

- a. The company that is doing the sewer repairs has been in contact with Stephen. They will be working for another 3-4 weeks. They will clean up when they are finished. They will level the ground and plant sod.
- b. Shelly wants to plan on getting the extra soil from these holes to fill in the holes in our community.
- c. **Please make note of anything that needs to be fixed due to their mess including cable, electricity, gas, etc.**

E. Clubhouse repairs

- a. The general repairs have been done. However, additional repairs are needed but we cannot afford them. The Terminex contract is up for renewal. Ellen will take care of this.
- F. **Social Committee Report**
 - a. Sue and Shirley are helping Earlene. Shelly recommended having a party even if the pool opening party did not occur.
 - b. She does not have all the materials for the welcome baskets yet. She will include the newsletters
- G. **Deed Restriction Report**
 - a. Group home on Claridge. The attorney is aware of the situation.
 - b. Group home on Sanford. One of the neighbors is keeping an eye on the property. We need photographs.
 - c. 4 people were mistakenly charged for attorney fees. The Executive Committee has agreed to void the charges to the homeowners who should not have been charged.
 - i. A motion was made to void the \$140 charge to the 4 home owners. The motion was seconded, voted upon unanimously in favor, and the motion passed.
 - d. Chris explained the process of becoming a "group home." We are following the correct procedure now for taking care of a group home in our community.
- H. **Trash**
 - a. Pat has found the current trash provider very accomidating.
 - b. City of Houston trash pick up. Ms. Coffee told Pat to turn in a letter requesting trash pick up by July 1. They will deliver 96-gallon trash containers. Once they get the letter, they will send a representative to make sure we qualify. Then the city will get with NPOA regarding the details of dates of service. It will be once a week and possibly heavy trash 4 times a year.
 - i. A motion was made to send a letter to express our interest in City of Houston Trash pick up. The motion was seconded, voted on with one nay (Shelly Isman), and the motion passed.
- I. **Dogs in neighborhood**
 - a. There is a large dog chained to a tire in the front yard of a home in 6211 Rollingbrook. The dogs do not seem vicious and many children live in this house.
 - b. 6218 Bankside will be discussed with the attorney
 - c. 6227 Vicki John has too many cats in the yard
 - d. Shelly will investigate these homes.
- J. **Security**
 - a. 6200 block of Portal has too many bushes in the esplanade.
 - i. The esplanade on Creekbend and Bob White has been a topic of discussion among the residents for years. The Environmental by design report done by HPD recommended removing the esplanade because of limiting access to emergency response vehicles.
 - ii. Ellen brought up that removing the esplanade would make traffic better.
 - iii. Mark believes that opening up the esplanade would open the street to crime.
 - b. Mark recommended that home owners should cut hedges below the windows.
 - c. Mr. Tisdale recommended adding a security tip section to the newsletter.
 - d. Mark wants to have a meeting regarding security
 - i. **Mark made a motion to have a community meeting regarding security. The meeting was seconded, voted upon unanimously, and the motion passed.**
- K. **Pool**

- a. Nancy brought up that multiple people who are involved in the pool need to communicate to the board. The pool contract will be up in 5 weeks. Nancy has some options that she needs to give to the board.
- b. Nancy has talked to a total of 7 real estate agents who believe that the pool is an asset to our community.
- c. Dan Smith has some companies that may allow us to go month to month on the pool contract. He will get them to Nancy.

Meeting was adjourned at 839pm