

BOARD OF DIRECTORS MEETING MINUTES

DATE: January 22, 2009
PLACE: FCCA Office
ATTENDING: Sherrie Knoepfel, Executive Director
Myatt Hancock, Director
John Molloy, President
Ellen Burton, Secretary
Jim Dunford, Director
Don Olson, Director
Vidya Verma, Director
Joyce Walter, Director
Vanessa Brown, Staff
Linda Davis, Staff
Bill Grantham, Staff
Jeanne Miller, Staff
Alice Fish, Staff
Lynn Haist, Staff
Bob Jaros, Staff
Carol Litton, Staff
Doug Pepping, Staff
Bill Roy, Staff
Margaret Hall Spencer, Staff
Phil Martin, Staff
Andrew Vacek, Staff

John Molloy called the meeting to order at 12:00 noon.

CALL TO ORDER AND ACCEPT AGENDA

A MOTION WAS MADE to accept agenda. (MOTION – V. Verma; 2nd – J. Dunford; MOTION PASSED, unanimous)

CONSENT AGENDA

- Approve minutes from November 20, 2008 Board Meeting
- Set December 8, 2009 as the date for the 2009 Annual Meeting
- Set December 14, 2009 as the date for the Board Holiday Dinner

A MOTION WAS MADE to accept agenda with a correction to the minutes (under Ends) to replace the wording from potable to non-potable. (MOTION – V. Verma; 2nd – J. Dunford; MOTION PASSED, unanimous)

GOVERNANCE

- Election of officers
- Officers elected:
 - President – John Molloy
 - Vice President – Vidya Verma
 - Secretary/Treasurer – Jim Dunford
- Execute Annual Resolution for Board Commitment
This document was executed by the Board and Sherrie Knoepfel, Executive Director.

- The Board agreed to serve as liaisons for the following committees and task forces:

Audit Committee – Myatt Hancock, John Molloy and Don Olson
Covenants – Ellen Burton
Modifications – Vidya Verma
Realtor Advisory – Jim Dunford
New Construction – Les Newton, Glen Howard, Bill Merriman, Rod Craig and Don Olson
Neighborhood Representative (normally the Board President) – John Molloy
Associations of First Colony (AFC) (traditionally the Board Vice-President) – Vidya Verma
Plantation Settlement – two year terms - Ellen Burton and Sherrie Knoepfel (2nd year) and Jim Dunford; two (2) Plantation Settlement residents begin their first year of their first term this year

- Evaluation Monitors
January – Olson
February – Verma
March – Hancock
April – Burton
May – Molloy
June – Walter
July – Dunford
August – Olson
September – Verma
October – Hancock
November – Burton

- Task Forces
Amenities Assessment Task Force – Don Olson, Joyce Walter
Guideline Update Task Force – Jim Dunford, Vidya Verma
Amended and Restated Documents – Myatt Hancock, J. Molloy (as Board President)

A MOTION WAS MADE to approve all Committee Liaisons and Task Forces. (MOTION – M. Hancock; 2nd – D. Olson; MOTION PASSED, unanimous)

- Appoint New Construction Committee Members

A MOTION WAS MADE to Les Newton, Glen Howard, Bill Merriman, Rod Craig and Don Olson as New Construction Committee Members. (MOTION – D. Olson; 2nd – E. Burton; MOTION PASSED, unanimous)

- Disclose Affiliations with other Boards within Fort Bend County
Each Director filled out a form disclosing other Board affiliations.

ENDS

- Consideration of and Action on 2009 Annual Work Plan
S. Knoepfel reviewed the 2009 Annual Work Plan with the Board

A MOTION WAS MADE to accept the 2009 Annual Work Plan. (MOTION – M. Hancock; 2nd – D. Olson; MOTION PASSED, unanimous)

- Discuss Attendance at Carver Policy Governance Workshop Attendance

There was some discussion about J. Dunford attending the Carver Workshop but plans were not firmed up.

- Consideration of and Action on Member Survey
S. Knoepfel discussed the process of the member survey and J. Walter clarified the process. The focus will be on amenities. S. Knoepfel will tweak some of the questions. The target goal for completion is the first week of April.

A MOTION WAS MADE to accept the Member Survey. (MOTION – D. Olson; 2nd – E. Burton; MOTION PASSED, unanimous)

- Updated EOAP Neighborhood Groupings
The Board reviewed the EOAP grouping. The Board will be sent the email groups in a Word file with all the addresses. S. Knoepfel asked the Board to think of hot topics that they would want to use in the future.

MONITORING REPORTS

- Consideration of and Action on November Monitoring Reports
 - ♦ Asset Maintenance
 - ♦ Covenants and Deed Restriction Enforcement
 - ♦ Financial Conditions (November)
 - ♦ 2008 Annual Work Plan Update – 4th Quarter
 - ♦ Information and Advice to the Board
 - Implementation of 'swim at your own risk' will begin February 1, 2009.
 - Staff is working with Clark Condon and Creative Consumer Research in performing an amenities assessment and member survey.
 - The commercial/residential fence project at Crescent Lakes, Williams Trace Baptist Church and Sweetwater Plaza is currently underway and scheduled for completion in mid-February.
 - MUD #42 includes Missouri City residents of The Enclave and MUD #42 has informed the Association that beginning August 1, 2009 they will be providing trash service to the 70 residents of The Enclave.
 - The Texas Dragon Boat Association (TDBA) has voiced an interest in developing a permanent boating facility for their Association. If FCCA is agreeable to working with TDBA on a ground lease or selling/conveying property, staff will invite TDBA to address the Board at February's meeting.
 - FCCA staff and attorney Rick Butler will meet next with Greater Houston Rowing Club reps to review comments related to a lease for the boathouse and discuss proposed lease payments.

A MOTION WAS MADE to accept the Monitoring Reports. (MOTION – E. Burton; 2nd – J. Dunford; MOTION PASSED, unanimous)

Director D. Olson left at 1:30 p.m.

MEMBER INPUT TIME

No members attended Member Input Time.

A MOTION WAS MADE to convene into Executive Session at 1:45 p.m. MOTION – E. Burton; 2nd – J. Dunford; MOTION PASSED, unanimous)

- RECONVENED INTO REGULAR SESSION AT 2:25 P.M. -

OWNERSHIP LINKAGE

- Reports from Directors
 - Director Verma said that the newsletter neighborhood inserts were well received and asked if the Association would consider paying for inserts on a quarterly basis. The neighborhoods will be informed that the Association will pay for inserts four times a year.
 - Director Verma inquired about compliance issues regarding the Asian New Year/Festival of Lights. He was informed that FCCA will make allowances for these in regard to compliance.
 - Director Dunford felt there should be a program to disseminate information regarding regulations throughout the neighborhoods and Director Hancock felt we should consider inserting in the newsletter or include in their assessment envelope once a year reminding people of different regulation.

BOARD MEETING EVALUATION

M. Hancock prepared the Board meeting evaluation.

With no further business, the meeting was adjourned at 2:40 p.m.

A MOTION WAS MADE to adjourn. (MOTION – E. Burton; 2nd – V. Verma; MOTION PASSED, unanimous)

Prepared by:

Carol Litton, Administrative Assistant

Approved by:

Jim Dunford, Secretary/Treasurer