

## BOARD OF DIRECTORS MEETING MINUTES

**DATE:** March 26, 2009  
**PLACE:** FCCA Office  
**ATTENDING:** Sherrie Knoepfel, Executive Director  
Myatt Hancock, Director  
John Molloy, President  
Jim Dunford, Secretary-Treasurer  
Don Olson, Director  
Vidya Verma, Vice President  
Vanessa Brown, 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

Absent: Directors Burton and Walter

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

### CONSENT AGENDA

- Consideration of and action on February 26, 2009 Board Meeting Minutes

**A MOTION WAS MADE** to approve the consent agenda. (MOTION – V. Verma; 2<sup>nd</sup> – D. Olson; MOTION PASSED)

### ENDS

- Preliminary Amenities Assessment presentation – Richard McNamara, Clark Condon Associates  
Richard McNamara of Clark Condon Associates presented an assessment of the FCCA amenities based on a tour by the Amenities Assessment Task Force. Recommendations will be made in June before the budget process begins.
- Consideration of and action on Letter of Intent to lease an Association Reserve to the Texas Dragon Boat Association for development of a boathouse.

**A MOTION WAS MADE** to direct S. Knoepfel, FCCA Executive Director, to create a letter of intent to the Texas Dragon Boat Association stating that if they can come up with the funding, it is our intent to allow them to use the property. (MOTION: J. Dunford; 2<sup>nd</sup> – V. Verma; MOTION PASSED)

- Review and discussion of existing Purchasing Policies

S. Knoepfel will put together a list of staff along with Directors Olson, Molloy and Hancock to work on reviewing Purchasing Policies. S. Knoepfel will do a timeline for the group.

#### MEMBER INPUT TIME

No members attended Member Input Time.

#### MONITORING REPORTS

- Consideration of and Action on November Monitoring Reports
  - ♦ Communication Methods with Membership
  - ♦ Financial Conditions (February)
  - ♦ Information and Advice to the Board
    - Amenities Assessment initiative was funded over 2 fiscal years, so staff will need to make a budget adjustment at some point in 2009 to reflect the carry-over funding from 2008.
    - Information and consent forms for Sweetwater Neighborhoods Document Amendments were mailed in early March to residents of Sections 1,2,3,3A and 6 requesting approval to separate the sections as stand alone neighborhoods.
    - Correspondence was mailed to legislators opposing HB 1977 and HJR 76 as they will have a serious adverse impact on the way community associations operate.
    - The following Sub-Committees and Task Forces have been scheduled for meetings:
      - Amended and Restated Document Review – March 26, 2009
      - Guideline Update Initiative – March 31<sup>st</sup>
      - Committee Appointment Policy Development – April 9th
    - Staff anticipates receiving the Pavement Reserve Study next week along with the consent to maintain private property forms. Once these items are received, a neighborhood meeting will be scheduled.

**A MOTION WAS MADE** to accept the Monitoring Reports. (MOTION – D. Olson; 2<sup>nd</sup> – M. Hancock; MOTION PASSED)

**A MOTION WAS MADE** to convene into Executive Session at 1:15 p.m. Carol Litton was asked to stay. (MOTION – D. Olson; 2<sup>nd</sup> – V. Verma; MOTION PASSED)

- RECONVENED INTO REGULAR SESSION AT 1:50 P.M. -

#### OWNERSHIP LINKAGE

- Reports from Directors
  - Director Olson commented on the Leadership Excellence Course he is attending through the Chamber stating it was very interesting and well done.
  - Director Olson commented that the street tree trimming people that trimmed in his neighborhood did a nice job.
  - Director Verma conveyed on behalf of his neighbors that the leaves were dropping and blocking the drains.

BOARD MEETING EVALUATION

Director Hancock prepared the Board meeting evaluation.

With no further business, the meeting was adjourned at 2:00 p.m.

**A MOTION WAS MADE** to adjourn. (MOTION – V. Verma; 2<sup>nd</sup> – D. Olson; MOTION PASSED, unanimous)

Prepared by:

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Carol Litton, Administrative Assistant

Approved by:

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James B. Dunford, Secretary/Treasurer