

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
MARCH 19, 2024**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, March 19, 2024, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Heather Colkos, Dave Ellis, Sachie Etherington, Lance Gordon, and James Kelley. Chuck O'Connor and Bill Petry were absent.

Also, in attendance was Cindy B., CMCA, AMS, representing Crest Management.

With a quorum being established, the meeting was called to order at 6:02 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes from the February 20, 2024, Board meeting were presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There were two homeowners in attendance at this month's meeting to observe and discuss a deed restriction nuisance.

COMMITTEE REPORTS

Welcoming of New Residents – Sachie Etherington reported that since the report presented at the January meeting, no new residents have been added to the welcoming list.

FINANCIAL REVIEW

Dave Ellis presented a report of the February 29, 2024, financials. As of this date, the money in the bank totaled \$1,248,090.41. This figure includes checking and Account Registry CDs (CDAR)s which together constitute the funds required to cover both operating expenses and the necessary reserve to fund maintenance and replacement of the Association's capital assets. The delinquency total as of February 29, 2024, was \$109,232.04.

OLD BUSINESS

A. Status of Ongoing Projects:

- a. Section of Retaining Wall on Path to Recreation Area – Dave Ellis stated that the retaining wall installation has been completed.
- b. HVAC Supply Rewiring – Dave Ellis reported that the new heater supply cable has been installed and the faulty main breaker replaced.
- c. Perimeter Fence Repairs – Dave Ellis reported that the fence repairs have been completed.

- B. 2024 Community Events** – Heather Colkos informed the Board of upcoming events which included the Easter Egg Hunt on March 30th, National Night Out on October 1st, and Cookies and Cocoa tentatively scheduled for December 1st.

NEW BUSINESS

- A. Approval of April Members Meeting and Pool Memo Documents** – A copy of the notice, directed ballot, and pool memo were provided in the Board packets. After review, a motion was made, seconded, and carried to approve the documents as presented. Cindy B. stated that annual meeting notices and pool memo will be mailed by the end of the week.

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 6:22 P.M.

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Approval of Authorization for Lawsuit for Account 2530315015 – A copy of the authorization was provided in the Board packets. After a discussion, a motion was made, seconded, and carried to approve the filing of a lawsuit in the mentioned matter.

Denied EMR Hearing for Account 2530317036 – Homeowner was present for the hearing to address the Board. In a following review, the Board overturned the ARC Committee’s denial, with a variance approval. Per the Security Measures Policy, the Board is authorized to adopt architectural guidelines, which for the Settlement state that a fence height cannot exceed 6’ or 6’6” with a rot board. However, the Board agreed that due to the slope of the homeowner’s lot, in this special case the fence may remain as currently installed.

Delinquencies – Two accounts remain on the trash suspension list.

Deed Restriction Enforcement – Cindy B. reviewed the Enforcement Action Report with the Board. After review, a motion was made, seconded, and carried to approve sending account 2530315015 to the attorney for enforcement.

Attorney Action Report – Cindy B. reviewed the Attorney Action Report with the Board. There was no action to be taken this month.

Architectural Review Committee – A copy of the Exterior Modification Report provided in the Board packets was reviewed.

ADJOURNMENT

There were no homeowners present to hear a summary of the executive session. The next meeting will be held at the clubhouse on April 16, 2024.

With no further business to come before the Board, the meeting was adjourned at 6:57 P.M.

Dave Ellis, Secretary

Date