

**Meeting Minutes**  
**Emerald Forest Homeowners Association**  
**Board of Directors**  
**March 24, 2011**

President Judy Matlock called the regular board meeting to order at 6:30pm.

Members Present: Judy Matlock, John Woods, Beth Determan, Jose Vazquez, Cynthia Boyer, Jim Boyer, Sandra Nash, Suzan Reed, and Randy Clark, Tennis Committee Chair.

Acceptance of Agenda:

A motion was made and seconded to accept the agenda for the meeting as well as verification and acceptance of the minutes for the regular board meeting of January 20, 2011.

Tennis Committee:

Randy Clark advised that everything is going well with the tennis courts. A broom and roller have been provided for court clean-up and will be available beside the light poles. He expects the light poles to need painting in the near future, as they are showing signs of rust.

There was discussion of the merits of offering tennis lessons through the HOA. After considering the pros and cons and taking Randy's recommendations under advisement, this idea was vetoed. Any tennis lessons desired by homeowners will need to be privately arranged.

President's Report:

Judy Matlock reminded the board that The Big Event was scheduled for Saturday, March 26. The Run For Compassion through the neighborhood will be April 9. The hiring committee will conduct an upcoming employee review for Office Manager Tracy Speelman.

Judy informed those present that the 2010 census shows an increased population of 38% in the city of College Station since the 2000 census. There are 10,000 new housing units and 25,000 new residents, making this one of the nation's fastest growing cities.

Vice President's Report:

John Woods outlined the approach his committee has taken in reviewing competing bids for the clubhouse renovation project and how they arrived at their recommendations. They identified the components of the project, prioritized items, and reviewed contractors' bids. After detailing this process, a motion was passed to accept and approve the bid from Dan Clark Construction and to enter into a contract with him including starting and finishing dates. John Woods will continue to be the board's liaison for overseeing the project. Areas to be

updated, repaired, and/or improved are exterior doors, exterior siding and trim, kitchen remodeling, and repairing the brick pillars around the pool and clubhouse where needed, at a cost of \$11,350. Further details about the project are available to interested homeowners through the office or by contacting John Woods.

#### Rules and Security:

Beth Determan reported that everything was running smoothly . The new security company is doing a good job, on-street parking has been curtailed, and homeowners are improving the appearance of their properties for spring. She noted that there has been an increase in garage doors being left up, which invites burglars and vandals. The security signs at neighborhood entryways will be raised for greater visibility. Beth also expressed concern that a number of houses have peeling paint or rotting wood that needs attention. She will make contact with these homeowners.

Beth advised that there had been a delay with the City's creek project due to an easement issue, but that has been resolved and they are moving ahead. The emergency gate at the end of Bent Tree will be open to service vehicles during this project and there will be a daytime noise factor while work is going on.

#### Swimming Pool/Clubhouse:

Suzan Reed is working on final preparations of furniture and equipment for the pool opening April 1. The lifeguards are lined up and Tracy will be available in the office from 6-7pm on Thursdays during pool season. There will be no sponsorship of swimming lessons by the HOA. Any lessons taken at the pool will be arranged privately.

#### Grounds:

Cynthia Boyer provided updates on the tree removal and the fence restoration projects. The board approved contracting with Jaime Arias Tree Service to remove 4 trees behind the tennis courts and along Emerald Parkway, including clean-up, for a fee of \$675.

Cynthia and Jim identified 20 boards that need replacing in the fence before restoration begins. Jim Boyer and John Woods volunteered to take on this job. The board approved a bid from Dan Clark Construction for power washing and staining the fence at a cost of \$4150. The stain will be cedar color.

There has been a big water leak underneath the street along Emerald Parkway at Amberwood, possibly resulting from sidewalk work performed by the city. Cynthia is working with Green Teams to get this resolved.

The board approved a motion for making additional landscaping improvements at the front entry and along Emerald Parkway. Trees will also be pruned back where they hang over sidewalks.

#### Managers Report:

Judy Matlock presented the Managers Report on behalf of Tracy Speelman. There are 17 properties for sale at this time and 1 for rent. There are 47 properties in arrears on their annual dues, for a total of \$22,032 owed. Of these, 4 have liens due to being over 2 years in arrears. Two homeowners have established payment plans to

clear their balances. A locked mailbox has been installed on the gate of the clubhouse to allow homeowners to make their dues payments after office hours.

The Neighborhood Directory has been updated and put on the website. The newsletter editor is ready to receive articles and other submissions for the upcoming newsletter.

Treasury:

Jose Vazquez presented normal income and operating expense figures for the year to date. Electronic billpaying has been put into place and is working effectively.

The meeting was adjourned at 8:10 pm.

Respectfully submitted,

Sandra Nash  
EFHA Board Secretary