

**Meeting Minutes  
Emerald Forest Homeowners Association  
Board of Directors  
September 22, 2011**

President Judy Matlock called the regular board meeting to order at 6:35pm.

Members Present: Judy Matlock, John Woods, Beth Determan, Jose Vazquez, Cynthia 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 July 21, 2011.

Tennis Committee:

Randy Clark provided his recommended tennis budget for 2012. Suggested items include installation of new windscreens, light bulb replacement, nets, and fence and bench repairs. Randy will look into replacing the lights with newer, more energy efficient models for cost comparison.

Clubhouse Committee Report:

The board concluded some lingering administrative business, followed by discussion of ongoing clubhouse upgrades. Bids will be collected in 2012 for roofing the clubhouse and for painting the iron fence.

President's Report:

Judy Matlock presented the agenda for the Annual Meeting of October 11, 2011. The board discussed the budget for the meeting and related details.

The board also reviewed costs for the proposed neighborhood markers for the North Forest entryway. Lighting and landscaping would be needed to accompany the stone markers. Future new development is expected in that area along the Appomattox corridor.

There is an ongoing problem of excess unrelated people living in a home in violation of deed restrictions. The matter will be referred to the association's attorney for handling.

The city reports that both the creek and park projects are expected to advertise for construction bids in October. These projects have been delayed due to city cutbacks and related issues.

#### Vice President's Report:

John Woods presented his initial draft of the 2011 Administrative and Operational Audit Report. This document includes a thorough pool and office supply and clubhouse inventory.

#### Rules and Security:

Beth Determan was able to secure a renewed contract with International Security with no cost increase.

A primary concern is a bobcat roaming the neighborhood, primarily in the area around the pool and clubhouse. Texas A&M Life Sciences has been contacted and will trap and re-locate the animal or animals in a humane manner. Mice and rats are also becoming a problem throughout the neighborhood.

#### Swimming Pool/Clubhouse:

Suzan Reed presented a packet detailing pool maintenance bids from 4 different companies for 2012. Board members will review and vote on these bids at the December meeting.

#### Grounds:

Cynthia Boyer provided a landscaping enhancement proposal prepared by Green Teams to re-do the beds in the main entry and pool areas. Maintenance costs with Green Teams will remain the same for 2012. Landscaping and yards throughout the neighborhood are suffering from the ongoing drought.

Jim and Cynthia Boyer have examined and identified 16 loose brick columns along the Emerald Parkway fence. These columns should not be fixed until after it rains due to shifting ground.

Water continues to pool on the sidewalk along Emerald Parkway between Chippendale and Sandstone. Cynthia will contact the city about this. There is another area of standing water that appears to be drainage from a homeowner's pool. Cynthia will bring this to the homeowner's attention and ask that it be resolved.

Treasury:

Jose Vazquez is working on the operational budget for 2012. Board members will identify and prioritize special projects at the December meeting.

The annual meeting for all homeowners will be at 6:00pm on October 11, 2011 at the Conference Center on George Bush Drive. Dinner will be served and election of board positions held during this meeting. The next regular board meeting will be on December 8, 2011.

The meeting was adjourned at 8:18 pm.

Respectfully submitted,

Sandra Nash  
EFHA Board Secretary