

Minutes
Board of Director's Meeting
Nantucket Preservation Association, Inc.
June 21, 2001

(Unofficial version of minutes edited to remove reference to individuals, in some instances.
Home owners can obtain official minutes by written request to the Secretary)

Present: Board Members-Gerald Atmar, Bill Harris, Penny Holmes, David Reed, Pam Rosynek. Guest : Phyllis Hobson

Meeting Called to Order: 6:20 P.M.

Roll call certifying proxies: All members were present. David Reed suggested that the meeting should be conducted according to the by-laws. Everyone agreed to this. Items to be accomplished include:

1. Set terms of members
2. Set quarterly meeting dates with notice in advance
3. Elect officers
4. Appoint committees

Bill Harris suggested that we elect officers for the association. A discussion ensued concerning if officers would represent the association/board. According to the by-laws, the President should preside over all of the board/association meetings.

Pam suggested an election of officers first. All agreed. A discussion occurred concerning whether other association members would volunteer for officer positions. It was generally felt that the officers should be selected among the board members. It was determined that officer positions could be consolidated particularly if a management company were hired. Penny nominated David for President, and she volunteered for Vice President. The position of President would be a liaison between the board/association and the management firm. A motion was made by Gerald that David Reed be President, Penny Holmes, Vice President, Pam Rosynek was nominated for Secretary, Gerald Atmar as Assistant Secretary, and Bill Harris as Treasurer. Pam seconded the motion. The motion passed and officers were elected as nominated. It was suggested that Board member's term of office be set by drawing straws. Pieces of paper were drawn designating tenure. The terms are as follows:

David Reed 1 year
Pam Rosynek 1 year
Gerald Atmar 2 years
Bill Harris 2 years
Penny Holmes 2 years

A determination of when the terms of the initial board members would be completed was brought up. It was decided that the year would commence with the fiscal year (January 1, 2002). All agreed.

Proof of notice of meeting or waiver of notice: All members were present so indication of proof of notice.

Reading and disposal of unapproved minutes:

The acceptance of the minutes from the June 16th, 2001 conversion meeting was mentioned. Bill had additions to the minutes. Bill said that Ward Wells should be mentioned as Ward indicated the need to follow the procedures set in the by-laws. Bill also indicated that no mention of the winners of the election was made in the minutes. He felt the declaration of the winners should be mentioned. David moved that the additions be made to the minutes and the minutes be accepted. Pam seconded the motion. All said aye.

Reports of officers: None

Reports of committees: None

Unfinished business: None

New Business:

Discussion ensued concerning management companies being employed. The Developer charged 15% for a management fee. The board members asked Developer what the usual rate was for management firms. Developer indicated that the rate usually was between 10-15%. Duties of the management company were discussed. Prudential/Brazosland and Century 21 Beal were suggested as two possible companies for property management. It was suggested that Developer continue to assist during the transition if needed. It was suggested that the new management company would begin October 1. Dues are collected beginning December 1, with appropriate notice of dues starting in late fall.

A discussion arose concerning committees and the board looked at the Emerald Forest Homeowners Association Packet. The Nantucket Homeowner's conversion date was June 16th, and we must be in compliance with our by-laws. It was determined that according to the by-laws our annual meeting must be held within 90-120 days after the conversion date. This would put the annual meeting between mid-September and mid-October. The first and second annual meetings would be held fairly close this year due to the recent conversion.

A discussion began concerning committees. The Architectural Control Committee was discussed. Two of the four members were present at their last meeting concerning a fence for a new site. Plans had to be taken to a member's home. A discussion of the autonomy of the ACC ensued. Some expressed the feeling that certain members of the committee may want to be replaced. David recommended that he would call existing members of the committee to see if they would like to remain on the committee. Bill felt that this committee is crucial to the association. Penny moved that all 5 members of the committee be polled to determine commitment. Bill suggested that one board member serve on each committee. Penny suggested that one board member be added to the ACC. David said he would make the phone calls to ask committee members if they would like to retain their membership. Penny made a motion that board members be notified of all committee meetings. Bill seconded the motion. All agreed. Bill volunteered to be a member on the ACC. David will follow-up with home owner who volunteered to be a member of the ACC, if a vacancy occurs on the committee.

A discussion of the Lake Committee occurred. This committee is not in the by-laws so any number of volunteers will be able to serve on the committee. Different names of volunteers were discussed. This committee is also considered to be very important. Bill said that home

owner would be very knowledgeable as he is an aquatic vegetation expert. A discussion of lake liability with the need for volunteers to closely monitor the lake is a necessity. David suggested doing the same for the lake committee as for the ACC. It was determined that existing members of the committee would be called concerning their continuance on the committee. Penny suggested 5-7 members for this committee. Bill suggested home owner as chairman with Dave continuing as the board representative. Home owner and Dave would determine the members of the committee. Bill made the motion concerning the number of the lake committee and Penny seconded the motion. The motion carried unanimously.

A discussion continued concerning other committees that were needed. Possible committees included Grounds , Legal, Treasurer, and Annexation. Bill recommended that these committees start:

1. Social
2. Maintenance and Grounds
3. Lake
4. Architectural Control
5. Annexation and Legal
6. Communication/Community Relations

A discussion occurred concerning the board's retention of an attorney. Also, mention was made of turning the financial books from Developer to the Board. A local CPA is the CPA that is retained by the Poa.

The financial review of the books is done by the CPA. Bill asked that a statement be given concerning liabilities and transfers of real estate. This would be beneficial for both Developer and the board. He also suggested that a similar engineering review be done. It was suggested that the board ask an attorney specializing in real estate to guide us through an orderly, accurate transition. Developer said that she would consult her attorney and we could meet with him at a time convenient to everyone.

Check writing privileges need to be changed and the possibility of purchasing a post office box was discussed. Developer stated that the association uses Norwest Bank. Bill made a motion that the board hire Developer as interim management until a permanent management firm is contracted with a possible starting date as October 1. Penny seconded the motion. The motion passed unanimously.

A discussion of the signature card occurred. Pam suggested that two signatures will be needed. It was advised that the President and the Treasurer be added to the signature card. Bill made a motion that Developer sign the check with a co-signature by either the President (David) or Treasurer (Bill). An amount with a cap of \$1,200 per check was agreed. The motion was made by David, and seconded by Penny. The motion was passed by all. Penny said that several homeowners suggested a web site for Nantucket. Penny also brought up the issue of certain homeowners who are not in compliance with deed restrictions.. It was suggested that we talk to an attorney concerning these homeowners.

Possible future meeting dates were discussed. David said that he would email possible dates to the other board members. The weeks of July 8th and 15th were likely weeks for the next formal meeting. It was agreed that 6:00 p.m. is a good time to meet.

Penny brought up the subject of the dam and spillway and the certification of the dam. She also expressed a concern of liability and the lake. Developer explained that a former county commissioner wanted this lake as a test lake. It was designed for a 500 year flood. The dam was designed by Texas A&M University. Dirt was filled in the back of the dam, and it is felt that the

dam is solid. Penny said that she talked to an engineer about the integrity of the dam, watershed, and spillway. David would like a statement concerning the integrity and condition of the dam to protect the board.

It was decided to meet with an engineer before the next official meeting. Developer indicated that there were no pending suits or debts for the board to be aware of. It was suggested that we get this in writing. Developer said that a new sprinkler system was installed at the front entrance with the controls behind the pilings. Theft was mentioned, and Developer said that some lights were stolen and some residents indicated theft of outdoor items at their homes. Also, a cooking grill in the park was stolen. A question was asked concerning lot lines for homes on the waterfront. These lots extend into the water past the receding water line.

Bill suggested that hearings/meetings be available to the homeowners and an agenda to be followed for every meeting. A discussion concerning if board meetings should be open or closed. David suggested that the beginning of the board meetings be open with issues brought to the attention of the members. Then, the people be dismissed so the rest of the meeting can be conducted.

A problem of sewage in the lake was discussed as were complaints concerning dogs running loose and a possible leash law. Different options were discussed and Gerald suggested the board solicit input from the homeowners concerning the dog/leash problems. Bill suggested the dog issue be an agenda item at the next meeting.

Adjournment: At 8:48 Bill moved the meeting be adjourned and Gerald seconded the motion. All said aye.

Respectfully submitted by,
Pamela Rosynek, Secretary