

**WINCHESTER COUNTRY MAINTENANCE ASSOCIATION, INC.
MEETING MINUTES OF THE BOARD OF DIRECTORS**

October 14, 2021

**9607 Rio Grande Drive
Houston, Texas 77064**

DIRECTORS PRESENT

Nicole Chovanetz, President, Vicki Hamm, Vice President, Rachel Hester Secretary/Treasurer, and Director Joshua Wilson, Director Craig Jacobs

IN ATTENDANCE:

Aly L. Long representing the Managing Agent, Sterling ASI.

CALL TO ORDER

Due notice of meeting having been given and quorum being present, meeting was called to order at 6:40PM by Director Chovanetz.

OPEN FORUM

DISPOSITION OF MINUTES

The September 9, 2021 minutes were presented. A motion was made and seconded to approve the minutes. All were in favor.

FINANCIALS

The September 2021 financials were presented and discussed. Operating had 321,861.76 the end of September, 2021. The Reserve Account had a balance of 1,068,040.57. Outstanding 2021 Receivables is 18,463.56. The income vs. expense report showed a surplus of 8,761.38 at the end of September 2021. A motion was made and seconded to approve the financials as presented. All were in favor.

NEW/OLD BUSINESS

- Board will review and approve contract for the 2022 Swim Team Season and invite the officers to the meeting in November
- Board approved Monarch's 2022 contract.
- Board requested proposals for plastering the pool.
- Requested a proposal for cleaning Clubhouse #2 for deep cleaning the floors and buff.

• **COMMITTEE REPORTS**

- Security – Vicki Hamm - gave security report on activity in the neighborhood.
- Clubhouse – Vicki Hamm – discussed several clubhouse rentals and deposit refunds. Also, residents must show proof of residency in Winchester Country.
- Tennis Committee - Vicki Hamm - Windscreens are back up
- Parks – Joshua Wilson Pool – Vickie Hamm
- Landscape Committee – Vicki Hamm Website Committee – Nicole Chovanetz – N/A
- Deed Restriction/ACC Report – N/A

• **ADMINISTRATION**

- Onsite Maintenance Service Log

Adjourn Regular Session at 7:15

EXECUTIVE SESSION

- Accounts Receivable Report/Collection Status Report
- Review emails/letters from Owners
- Compliance Report

Adjournment Executive and back to Regular Session at 8:38 PM

- Board discussed cleaning deposit from resident and approved refunding \$30.00 for not cleaning the clubhouse as instructed.
- Board discussed cleaning deposit and not refunding because of insufficient cleaning.
- Board approved sending to legal for the following accounts; 250005 and 241364.

The next meeting will be held at the Clubhouse on November 11, 2021 at 6:30 PM.

ADJOURNMENT:

There being no further business to discuss, the meeting was adjourned at 8:38 PM

Vicki Hamm

11-11-21

Recording Secretary

Date