

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

November 11, 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

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 6:34PM by Director Chovanetz.

OPEN FORUM

DISPOSITION OF MINUTES

The October 14, 2021 minutes were presented. A motion was made and seconded to approve the minutes. All were in favor.

FINANCIALS

The October 2021 financials were presented and discussed. Operating had 321,140.78 the end of October, 2021. The Reserve Account had a balance of 1,070,073.88. Outstanding 2021 Receivables is 17,784.42. The income vs. expense report showed a surplus of 22,494.82 at the end of October 2021. A motion was made and seconded to approve the financials as presented. All were in favor.

NEW/OLD BUSINESS

- Board met with Swim team and reviewed the 2022 contract. Board agreed to approve with changes.
- Approved increase in salary for Onsite Coordinator to \$1,350.00 beginning January 1, 2022.
- Board will be judging holiday decoration on December 22. First Place Winner will receive a \$50.00 gift certificate. Requested managing agent to send out email blast to homeowners.

- Managing Agent to send out email blast the last weekend in December reminding residents the 2022 Annual Assessments are due January 1, 2022.
- **COMMITTEE REPORTS**
- Security – Vicki Hamm - gave security report on activity in the neighborhood and reported changes in security due to Officer Spellman is retiring.
- Clubhouse – Vicki Hamm – discussed several clubhouse rentals and deposit refunds pertaining to cleaning after the parties.
- Tennis Committee - Vicki Hamm -
- Parks – Joshua Wilson – reported on park at Cabin; Creek
- Pool – Vickie Hamm – waiting on proposals for replastering pool.
- Landscape Committee – Vicki Hamm – N/A
- 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 reviewed the following accounts for refund deposits

- Account 241787, 304368, 241440, and 288000

The next meeting will be held at the Clubhouse on January 13, 2022 at 6:30 PM.

ADJOURNMENT:

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

Recording Secretary

Date