

**Meyerland Community Improvement Association
Board of Directors Meeting Minutes
Monday, April 13, 2009**

Board members present:

Sidney Aron (1)*	Sondra Ludwick	Elizabeth Ray
Don Carter	Mark Massett	Ms. Ruiz-Mansfield Ruiz -
Mike Gavula	Janel Monasterio	Mansfield
Shirley Hou	Steve Morgan (1)	Traci Romero (1)
Richard Jucker (1)	David Naff	Lynn Steen
Ed Kile	Gerald Radack	Karen Velssels
Diane Knesbach	Ben Ramsey	Margo White

Board members absent: *(#) = Total meetings absent
Marvin Blum (1) Scott Minchen (1)

Staff: Ms. Hoechstetter Jim O'Rourke **Legal:** Lewis Jost **Visitors:** Michael Evans

Call to order:

President, Ms. Ruiz-Mansfield-Mansfield called the Board meeting to order at the Jewish Community Center on April 13, 2009 at 7:35 PM. A quorum was present.

Committee reports:

- A. Secretary's report: Elizabeth Ray, Secretary
1. Ms. Ray presented March Board minutes. Ms. Ray moved to waive reading of March minutes. Motion seconded. Motion adopted.
 2. Mr. Kile motioned to approve minutes. Motion seconded. Motion adopted.
- B. President's report: Ms. Ruiz-Mansfield, President
1. Ms. Ruiz-Mansfield-Mansfield explained MCIA needs to appoint MCIA Director for vacant Southwest Security Association (SSA) Southside Board Director Position.
 - a. Mr. Ramsey volunteered for the SSA Southside Board Director position.
 - b. Ms. Ruiz-Mansfield-Mansfield motioned to approve appointment of Mr. Ramsey to SSA Southside Board Director position as MCIA Representative. Motion seconded. Motion adopted.
 2. Written Report provided & reviewed of 2009-2010 Committees.
 3. Mr. Carter introduced to board since not able to attend board retreat.
 4. Requested all Directors contact Ms. Hoechstetter, GM, for new MCIA Board manual.
 5. Ms. Ruiz-Mansfield requested volunteers to attend the Legislative update meeting on April 30th by the Greater Houston Chapter of Community Associations Institute.
 - a. The seminar is worth two hours of continuing education).
 - b. MCIA budgeted expense.
 6. Reviewed meeting agenda guidelines.

Committee reports:

B. General Manager's Report: Ms. Hoehstetter, GM

1. Reported \$403,000 in Assessment & \$314,000 Security payments received to date (23% unpaid).

C. Introductions: Ms. Ruiz-Mansfield, President

1. Lewis Jost, Attorney with Adair & Meyers & Legal Representative for MCIA.
2. Richard Jucker, Director of Section Four & Chairman of Architectural Control Committee.
3. Mr. Evans, visitor.
4. Ms. Romero, new Director of Section Ten.

D. Treasurer's Report: Mike Gavula, Treasurer

1. January 2009 – March 2009 Budget Analysis Report reviewed & attached.
2. 2008 Final Budget reviewed & attached.
 - a. Reviewed committee expenses and other budget items.
 - b. Expenses close or in-line with budget except for Improvements.
 1. Explained increased cost due to new security fence for MCIA building & replacement of boundary fences due to Hurricane Ike.
 2. Budget expense for New Entrance Signs not used in 2008.
3. Ms. Hoehstetter will have 2009 1st Quarter report available mid-month and will send to board prior to May Board Meeting.
4. Discussed unpaid boundary fence invoices.
 - a. Six invoices from eleven total residents remain unpaid.
 - b. Mr. Jost, Legal Rep, suggested a separate invoice.
5. Chase Bank signature card requires Mr. Naff's signature as newly elected VP. Ms. Hoehstetter will complete process with Mr. Naff.

E. Image Committee: Ms. White & Mr. Carter, Co-Chairs

1. Written summary of board retreat meeting reviewed & attached.
2. New sign renderings reviewed & attached.
 - a. Proposed sign locations reviewed & attached.
 - b. Committee recommended modifications to current sign design to meet current budget.
 - c. Committee recommended Eleven of Thirteen signs for replacement.
3. Committee recommended a cost/benefit analysis for current landscaping costs to determine competitiveness.
4. Mr. Carter provided committee's history on development & design of current sign renderings.
 - a. 2007-2008 Board recommendation was to develop "newer, fresher" image.
 - b. Discussed majority of cost is underground due to the soil samples analyzed.
 - b. Examples of Sign placement & new landscaping renderings reviewed & attached.
5. Board discussion.
6. Board recommended the committee:
 - a. Develop directions for vendors to bid signs.
 - b. Obtain competitive sign bids.
 - c. Review current sign renderings for cost reduction.
7. Ms. Ruiz-Mansfield stated the Image Committee is a priority & will report to board in May.

Committee reports:

F. Deed Restriction Compliance Committee: Ed Kile, Chair

1. Reviewed City of Houston (COH) Prohibited Yard Parking Ordinance application.
 - a. COH submittal requirements reviewed & attached.
 - b. Mr. Kile motioned the Board of Directors of the MCIA authorizing the filing of an application for the designation of Meyerland as a Prohibited Yard Parking Requirement Area by the COH. Motion seconded. Motion approved.
 - c. Mr. O'Rourke stated the COH is responsible for mailing letters to residents in violation.

G. Publications Committee: Gerald Radack, Chair

1. Reported *The Meyerlander* currently under final edit & will be in mail by end of week.

New Business:

A. Next Board meeting scheduled: 7:30pm - Monday, May 11th, 2009 at the Jewish Community Center.

B. Ms. Ruiz-Mansfield noted Robert's Rules of Order generally followed during Board meetings & copies available for board.

C. Committees scheduled to report in May:

1. Image
2. Human Resources
3. ACC

D. Committees scheduled to report in June:

1. Legal & By-Laws
2. Program

E. Day in the Park scheduled October 21, 2009 at Godwin Park. Ms. Ruiz-Mansfield stated she is waiting on confirmation from COH that the park will be open due to impending start of Phase II construction/remodel of building/courts.

F. Mr. Carter

1. Reported eight signatures away from required signatures needed for Section Five Deed Restrictions. Mr. Ramsey volunteered his Notary services.
2. Mr. Carter reported heavy trash in resident's yard prior to scheduled date. COH will cite resident for heavy trash violations and advised board to call 311.
 - a. Ms. Ray informed board to call 311 if resident's Heavy Trash not picked up by COH.
 - b. Ms. Monasterio discussed confusion with glass and recycling.
 - c. Section 10 not in pilot program, yet recycling can issued by COH.
 - d. Ms. Ruiz-Mansfield stated clarification on the recycling program will be obtained for board.
3. Ms. Ruiz-Mansfield informed board of stricter absentee policy.
 - a. All directors will be asked to present self to board for review upon three absences.
 - b. The board will vote to determine whether Director is eligible to continue to serve on board.

Mr. Ramsey motioned to adjourn at 8:22pm. Motion seconded and adopted.