

# Braeburn Glen Civic Club

## Board Meeting Minutes 08 September 2020

ATTENDEES: Cindy Anderson David Hernandez Eric Johnson  
Mirna Perez Eliza Sifuentes

The meeting was called to order at 7:15 p.m.

### Meeting Minutes

The 08 August Board meeting minutes were read.

⇒ A motion was made, seconded, and carried to accept the minutes as read.

### Treasurer’s Report & Finance

See Attachment 1 – Treasurer’s Report dated 9/8/2020

⇒ A motion was made, seconded, and carried to accept the report as presented.

### Payment of Maintenance Fees

The pros and cons of adding an online payment option of the annual maintenance fees was discussed.

⇒ A motion was made, seconded, and carried to add the QuickBooks Simple Start payment app to our account. See Attachment 2.

### Deed Restrictions

Cindy gave an oral summary of the August observation of the neighborhood. Over 100 violations were recorded; most of these were for garbage/recycling bins that are visible from the street

**GARBAGE and/or RECYCLE BIN Visible from street**  
City of Houston Ordinance Sec. 39-62: It shall be the duty of each person who receives automated service containers and other equipment to **store the equipment in a secure place where it will not be visible to a person standing in the right-of-way of any public street** adjacent to the property where the equipment is used, **except while placed for collection in accordance with this chapter.**

### Grounds and Appearance

Replacing the Braeburn Glen Civic Club sign (located at Braeburn Glen Blvd and the driveway to the civic club building) was discussed. Attachment 3 is the first quote (from Signs by Tomorrow). David and Mirna will solicit other bids.

### Security

- Attachment 4 summarizes crime in the neighborhood through August.

### New Business

- Collection services for delinquent accounts -- Eric will investigate

### Old Business

- David will find a volunteer to coordinate the Nominating Committee for the upcoming officers and board members for the November election.
- Add maintaining the traffic diverter and the dead-end streets at Braeburn Glen (at Jason) and Mahoning (at Jason) to the C&G Landscaping agreement. A new bid will be requested. PENDING
- Cindy will make recommendations to purchase a laser printer to use for deed restriction documents and any other printing that is needed HOLD
- Develop payment agreement letter for delinquent accounts -- Annette will prepare
- Review by-laws in 2020
- Change/correct the name on the City of Houston water bill.
- Gather 2019 expenses to submit with our CoH lease extension
- Clean carpet in Civic Club building. One quote was 22 cents/sq ft.

2020 BOARD MEMBERS

CINDY ANDERSON  
PATRICIA JOHNSON

JOSUE A. GARCIA  
ANYA QUON

DAVID HERNANDEZ  
ANNETTE RAMIREZ

ERIC JOHNSON  
ELIZA SIFUENTES

MIRNA PEREZ

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Cindy Anderson - Secretary

Attachment 1 – Treasurer’s Report

Attachment 2 – Online payment – QuickBooks Plus

Attachment 3 – Quote to replace sign on Braeburn Glen Blvd

Att 4 - Crime Report

COMPLETED ACTIONS

- Payment of annual maintenance fees from the braeburnglen.org website COMPLETE (SEP)
- The August Newsletter nears completion COMPLETE (AUG)
- Manuel will handle the state franchise application/fees. COMPLETE
- Eric and Patricia will prepare the IRS filing COMPLETE
- Communicate with BG residents via email regularly ON-GOING
- Donated \$2,000 to the HPD Gulfton Storefront COMPLETE
- Designation of the Mahoning lot as the Mahoning Community Grove. COMPLETE
- Patricia will sketch a drawing
- Repaint and stencil no-parking red curbs COMPLETE (June)
- Tree trimming and cleanup of Braeburn Glen dead-end at Jason COMPLETE (June)
- Mahoning Community Grove TABLED
- Repair the Gessner signs COMPLETE (July)
- Traffic diverter COMPLETE (July)
- We hired an off-duty police officer to patrol Braeburn Glen during 4<sup>th</sup> of July COMPLETE (July)
- Don Hickle agreed to the watering the new plantings in the traffic diverter COMPLETE (July)
- Use audio/video call in for meetings as needed until Covid-19 is reduced ONGOING

Attachment 1

Braeburn Glen Treasurer's Report September 8, 2020	
Beginning Balance	
Checking:	6,264.88
Savings:	78,151.28
<b>Total:</b>	<b>84,416.16</b>
<b>Checking Transactions:</b>	
Checking Beginning Balance:	6,264.88
Deposits:	<b>164.00</b>
Checks Paid:	(511.25)
ATM Withdrawals	(\$231.58)
Electronic Withdrawals	(\$162.35)
Ending Balance:	<b>5,523.70</b>
Savings Transactions:	
Savings Beginning Balance:	78,151.28
Interest Accrued	1.31
Ending Balance:	<b>78,152.59</b>
<b>Total Ending Balance</b>	<b>83,676.29</b>

Cindy Anderson (\$63.25 for cleaning), Eric Johnson (\$448.00 for Signs By Tomorrow & PO Box Reimbursement)

David Hernandez: Office Depot (\$11.58 ), USPS (\$220.00)  
 Brilliant Energy (\$145.91) City of Houston Water (\$16.44)

prepared by Eric Johnson

Labor Day Sale **70% off QuickBooks for 3 months\*** Ends September 9

Buy now

qb intuit quickbooks

Features

Pricing

Sign In

9/8/20

## Choose the best plan for your business

- 1 Sign up for QuickBooks
- 2 Add Payments in QuickBooks
- 3 Get your **free card reader**



~~over~~

### QuickBooks Simple Start with Payments

Free  
**\$7<sup>50</sup>** /mo

Buy now

Already have an account?

- ✓ Basic smart invoicing
- ✓ Accept payments (ACH/Credit cards)
- ✓ Send custom invoices
- ✓ Automatic matching

### RECOMMENDED FOR INVENTORY

### QuickBooks Plus with Payments

Free  
**\$21** /mo

Buy now

Already have an account?

- ✓ Basic smart invoicing
- ✓ Accept payments (ACH/Credit cards)
- ✓ Send custom invoices
- ✓ Automatic matching
- ✓ Send recurring invoices
- ✓ Track time
- ✓ Track project profitability
- ✓ Track inventory

Buy today and get 70% off your first 3 months

Payments requires a QuickBooks Online plan and needs to be activated in QuickBooks  
Important offers, pricing details & disclaimers

Labor Day Sale **70% off QuickBooks for 3 months\*** Ends September 9

Buy now

qb intuit quickbooks

Features

Pricing

Sign In

## More ways for customers to pay



Take Visa, Mastercard, AMEX, Discover, & Apple Pay



Get ACH bank transfers and eChecks



Accept mobile payments



Get paid through online invoices



Set up recurring payments



Use eCommerce platforms

## How our Payments rates stack up

Enjoy these QuickBooks advantages:

- No set-up fees
- No monthly fees
- No statement fees

	qb	Square*	PayPal*
ACH	<b>1%</b> <small>(max \$10)</small>	Not offered	2.9% <small>+ 30¢</small>
Swiped	<b>2.4%</b> <small>+ 25¢</small>	2.6% <small>+ 10¢</small>	2.7%
Invoiced	<b>2.9%</b> <small>+ 25¢</small>	2.9% <small>+ 30¢</small>	2.9% <small>+ 30¢</small>
Keyed	<b>3.4%</b> <small>+ 25¢</small>	3.5% <small>+ 10¢</small>	3.5% <small>+ 10¢</small>

~~over~~

Attachment 3  
9/8/20

Hey David,

The Pine Hill Apartments sign is a custom routed & printed HDU sign, HDU is a high quality, 1.5" thick material that can be routed to look like wood. It's also a material that doesn't deteriorate; it's manufactured to last a lifetime.

The price for us to make a custom routed & painted HDU sign at around the size of 2'H x 3'W will cost \$1,500. And that price is for double sided.

Another option we could do would be an MDO (wood) sign, this would be a flat digital printed that has a matte lamination. The size would also be around 2'H x 3'W, it would also be double sided, and the price would be \$489.

There will also be a sign removal and install charge for either option of \$275, which include the post.

Let me know what you think and which direction you would like to go in, also can you send me the address of this sign.

Thank you

Nick Landry  
**Manager**  
Sales | Design | Production Coordination

Signs By Tomorrow, Houston South  
2835 Antoine Drive, Suite D | Houston, TX 77092  
P: 713-622-4888 | F: 713-952-7720  
[www.SBTHoustonSouth.com](http://www.SBTHoustonSouth.com)

**HDU Sign + Installation and removal \$1775**

**MDO (wood) sign + Installation and removal \$764**



→  
Agenda



Page 4

Incident	Occurrence Date	Beat	Premise	NIBRS Description	Block Range	Street Name	Street Type	City	Zip
81370920	6/18/2020	17E30	Parking Lot, Garage	Credit card, ATM fraud	8714 ARIEL		ST	HOUSTON	77077
81370920	6/18/2020	17E30	Parking Lot, Garage	Theft from motor vehicle	8714 ARIEL		ST	HOUSTON	77077
1E+08	7/30/2020	17E30	Highway, Road, Street, Alley	Theft from motor vehicle	8714 ARIEL		ST	HOUSTON	77077
41141020	1/27/2020	17E30	Other, Unknown	Credit card, ATM fraud	8602 BIRDWOOD		RD	HOUSTON	77077
44914320	4/5/2020	17E30	Highway, Road, Street, Alley	Theft from motor vehicle	8607 BIRDWOOD		RD	HOUSTON	77077
45054120	4/5/2020	17E30	Residence, Home (Includes A	Theft from motor vehicle	8710 BIRDWOOD		RD	HOUSTON	77077
50403720	4/16/2020	17E30	Residence, Home (Includes A	Simple assault	8714 BIRDWOOD		RD	HOUSTON	77077
52605120	4/22/2020	17E30	Hotel, Motel, ETC	Theft from motor vehicle	8611 BIRDWOOD		RD	HOUSTON	77077
61477520	5/9/2020	17E30	Residence, Home (Includes A	Simple assault	8714 BIRDWOOD		RD	HOUSTON	77077
88641120	7/5/2020	17E30	Residence, Home (Includes A	Simple assault	8618 BIRDWOOD		RD	HOUSTON	77077
1.07E+08	8/14/2020	17E30	Residence, Home (Includes A	Simple assault	8618 BIRDWOOD		RD	HOUSTON	77077
1.07E+08	8/14/2020	17E30	Residence, Home (Includes A	All other offenses	8618 BIRDWOOD		RD	HOUSTON	77077
5933220	1/13/2020	17E30	Residence, Home (Includes A	Intimidation	8618 BIRDWOOD		RD	HOUSTON	77077
10045920	1/17/2020	17E30	Highway, Road, Street, Alley	Motor vehicle theft	9800 BRAEBURN GLEN		BLVD	HOUSTON	77077
9022320	1/20/2020	17E30	Highway, Road, Street, Alley	All other offenses	9700 BRAEBURN GLEN		BLVD	HOUSTON	77077
9022320	1/20/2020	17E30	Highway, Road, Street, Alley	Drug, narcotic violations	9870 BRAEBURN GLEN		BLVD	HOUSTON	77077
9128220	1/20/2020	17E30	Residence, Home (Includes A	Simple assault	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
21786620	2/15/2020	17E30	Other, Unknown	Drug, narcotic violations	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
21786620	2/15/2020	17E30	Other, Unknown	Disorderly conduct	9506 BRAEBURN GLEN		BLVD	HOUSTON	77077
25435120	2/23/2020	17E30	Parking Lot, Garage	Aggravated Assault	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
29873720	3/3/2020	17E30	Residence, Home (Includes A	All other offenses	9800 BRAEBURN GLEN		BLVD	HOUSTON	77077
34883420	3/13/2020	17E30	Other, Unknown	Intimidation	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
37156120	3/17/2020	17E30	Highway, Road, Street, Alley	Destruction, damage, vandalism	9423 BRAEBURN GLEN		BLVD	HOUSTON	77077
43996820	4/2/2020	17E30	Residence, Home (Includes A	Destruction, damage, vandalism	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
44127620	4/3/2020	17E30	Residence, Home (Includes A	Intimidation	9800 BRAEBURN GLEN		BLVD	HOUSTON	77077
44127620	4/3/2020	17E30	Residence, Home (Includes A	All other offenses	9800 BRAEBURN GLEN		BLVD	HOUSTON	77077
52711520	4/14/2020	17E30	Parking Lot, Garage	Theft of motor vehicle parts or a	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
50782020	4/17/2020	17E30	Residence, Home (Includes A	Motor vehicle theft	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077
51787320	4/19/2020	17E30	Residence, Home (Includes A	Destruction, damage, vandalism	9707 BRAEBURN GLEN		BLVD	HOUSTON	77077