

# *Braeburn Glen Civic Club*

*c/o Randall Management, 6200 Savoy, Suite 420, Houston, Texas 77036*

## **Board of Directors Meeting November 30, 2021 Minutes**

### **BOARD MEMBERS PRESENT**

David Hernandez, President  
Eliza Valencia, 2<sup>nd</sup> Vice President  
Anya Quan, 3<sup>rd</sup> Vice President  
Jean Wrench, Interim Secretary  
Cindy Anderson, Director  
Mirna Perez, Director  
Victor Cadena, Director

### **ABSENT**

Linda Thompson 1<sup>st</sup> Vice President  
Annette Ramirez, Director

### **CALL TO ORDER**

With a quorum of five Board Members present, the Board meeting was called to order by David Hernandez President at 7:00 pm. In present and via Zoom conferencing only.

### **APPROVAL OF AGENDA**

A motion was made by Victor Cadena and seconded by Jean Wrench, and it was unanimously decided to accept the meeting agenda as presented.

### **APPROVAL OF MINUTES**

A motion was made by Victor Cadena and seconded by Jean Wrench, and it was unanimously decided to adopt the October 26, 2021 board of directors meeting minutes as submitted.

### **FINANCIAL REPORT**

David Hernandez provided a financial review for the Association. The review was the financial review provided at the November Annual Meeting.

\$2,650 Chase Checking

\$11,173 CIT Checking

\$63,166 Chase Savings

**Total Assets - \$73,990**

### **UNFINISHED BUSINESS**

- a. **Board of Directors 2022 Election**- Completed and new board members announced.
- b. **New sidewalks on Gessner adjacent to subdivision** – Completed awaiting construction by the COH
- c. **New speed cushions** – Completed submitted request, awaiting approval from the COH
- d. **Braeburn Glen Park Renovation**– Completed approved to move forward with the COH parks board and next steps will be meetings with the communities to get feedback.
- e. **Yard of the Month** – For December - 9419 Pipestone, Congratulations
- f. **Tree and brush clean up** – Completed -driveway trees and area around civic building cleaned up by COH.
- g. **Approval of amendments addressing new Texas HOA laws**- Completed and documents to be filed.

\* COH = City of Houston

## **NEW BUSINESS**

- a. **Annual General Meeting and 2022 Board Election Minutes** - A motion was made by Victor Cadena and seconded by Eliza Sifuentes to Approve 2021 Annual General Meeting and 2022 Board Election Minutes as presented.
- b. **December Yard of The Month**, Jean Wrench reported - 9419 Pipestone.
- c. **Open Forum** – Jean Wrench interim secretary asked about the status of our 2022 annual assessments. The president David Hernandez explained he had received a barrage of emails from the officer elect treasurer Manuel Barrera demanding we not proceed with sending out the Braeburn Glen Civic Club 2022 annual assessment especially through Randall Management (which needed to be mailed out by end of November) or else he would take legal action. This was the first time this sort of demand has been made from newly elected board members. The president David Hernandez decided to hold off sending out our annual assessment invoices because he did not want the transition to the new 2022 board to become a major drama storm. He explained the annual assessments are supposed to be mailed out by the end of November giving all homeowners the month of December to make their payment before late payment date of January 1, 2022. He also mentioned that our annual assessments have been raised no more than 3% every year since the civic club's existence as stated in our covenants. In actuality, he said the board has only raised the annual assessments two dollars every year because they have always rounded down from the 3% amount. He said this is normally done by the end of November every year. A motion was made by Victor Cadena and seconded by Anya Quon to raise the Braeburn Glen Civic Club 2022 annual assessment two dollars and it was unanimously decided to raise 2022 annual assessments to \$86.00. He said the mailing, accounting and collecting and of Braeburn Glen Civic Club 2022 annual assessments will now be the responsibility of the officer elect treasurer Manuel Barrera and the new officer elect president Tina Martinez per their request.

## **Adjournment**

With no other business to discuss, a motion was made by Victor Cadena, seconded by Eliza Sifuentes, and it was unanimously decided to adjourn the meeting at 7:33 p.m.