

Tiffany Park Homeowners Association

Board of Directors' Meeting

Date: February 18, 2013

7:00 p.m., Carriage Inn, Bryan, TX 77802

Attendance: Linda Bell, Angie Comer, Kathy Curtis, Eleanor Ford, Denise Maggard, Raul Pendas, Ronnie Starkey, Chris Sullivan and Beth Williamson

Absent: Dawn Parker

- I. Call to Order: 7:03 p.m. by Ronnie Starkey
- II. Election of Officers

Ronnie Starkey provided a description of the available officer positions. He then asked for nominations for the position of President. Eleanor Ford made a motion to nominate Chris Sullivan for President. A second was provided by Kathy Curtis and the motion carried unanimously. Eleanor Ford made a motion to nominate Denise Maggard for the position of Secretary. Kathy Curtis seconded the motion and it carried unanimously. Raul Pendas was nominated for the position of Treasurer by a motion from Eleanor Ford; Beth Williamson provided a second and the motion carried unanimously. Kathy Curtis made a motion to nominate Eleanor Ford as Vice President for Administration. Linda Bell seconded the motion and it carried unanimously. Angie Comer was nominated for the position of Vice President for Architectural Control by a motion from Denise Maggard and a second from Kathy Curtis. The motion carried unanimously. Denise Maggard made a motion to nominate Kathy Curtis as Vice President for Landscape. Raul Pendas seconded the motion and it carried unanimously. Following the election of officers, Ronnie Starkey turned the meeting over to Chris Sullivan. Below is a summary of the newly elected officers:

- President – Chris Sullivan
- Secretary – Denise Maggard
- Treasurer – Raul Pendas
- Vice President for Administration – Eleanor Ford
- Vice President for Architectural Control – Angie Comer
- Vice President for Landscape – Kathy Curtis

III. Reports

A. Secretary

Denise Maggard reported that the minutes of the January 22, 2013 annual meeting had been circulated via email to the board for their review. No changes or corrections were noted. Beth Williamson made a motion to approve the minutes as presented, Raul Pendas seconded and the motion carried. Chris Sullivan noted that the minutes of the November 19, 2012 meeting were approved via email.

B. Treasurer

Chris Sullivan reviewed the income and expenditures for the month of February. Chris noted that he would schedule a meeting with Raul Pendas to turn over the financial records of the Association. A brief discussion was held regarding the financial state of the Association. During the discussion, Raul recommended that invoices be sent to homeowners for the annual maintenance fee and that the board may want to consider establishing a capital improvement/reserve fund. Linda Bell suggested that invoices be included in the annual meeting notice in order to avoid additional postage expense. Following the

discussion, Eleanor Ford made a motion to approve the financial report as presented. Linda Bell seconded the motion and it carried unanimously.

C. Vice President for Administration

Eleanor Ford noted that the final reading by the Bryan City Council of the request to rezone Tiffany Park as a Residential Neighborhood Conservation District is scheduled to occur on February 26, 2013. Eleanor also noted that the tree destroyed in an auto accident along Copperfield Drive had been replaced.

D. Vice President for Architectural Control

Eleanor Ford said that plans for a new home to be constructed on Tracy Court have been submitted for approval. Also, construction of a new home on Knight Drive is scheduled to begin the week of February 18.

E. Vice President for Landscape

Kathy Curtis requested approval to purchase a new Yard of the Month sign to replace one that was stolen. Angie Comer made a motion to proceed with the purchase of a new sign. Beth Williamson seconded the motion and it carried unanimously. Yard of the Month recognitions will begin again in April.

IV. Old Business

Chris reminded the board of the second and final reading of the rezoning request on February 26, 2013. Chris will ask Dawn Parker to confirm with the City if any additional filings with the County Clerk, etc. are required once the rezoning request is approved.

Chris noted that he is still awaiting approval by the Internal Revenue Service for tax exempt status for the Association.

V. New Business

None

VI. Adjournment: There being no further business to discuss, Kathy Curtis made a motion to adjourn. Raul Pendas provided a second. The motion carried unanimously and the meeting was dismissed at 8:23 p.m.