

**MINUTES OF THE
MEETING OF THE BOARD OF DIRECTORS OF
WILLIAMSBURG SETTLEMENT MAINTENANCE ASSOCIATION, INC.
OCTOBER 15, 2024**

A meeting of the Board of Directors of the Williamsburg Settlement Maintenance Association, Inc. was held on Tuesday, October 15, 2024, at 6:00 P.M. at the Williamsburg Settlement clubhouse, 1602 Hoyt, Katy, Texas 77449.

ATTENDANCE

Board Members present were Heather Colkos, Dave Ellis, James Kelley, Bill Petry, Sachie Etherington, John Martin, and Chris Schweigert.

Also, in attendance was Cindy B., CMCA, AMS, representing Crest Management.

With a quorum being established, the meeting was called to order at 6:00 P.M.

SECRETARY REPORT – APPROVAL OF MINUTES

The minutes from the September 17, 2024, Board meeting was presented, and a motion was made, seconded, and unanimously carried to accept the minutes without change.

HOMEOWNER CONCERNS

There were 8 homeowners in attendance at this month's meeting, during which we discussed several important topics, including the enforcement of deed restrictions, proposed exterior modifications, and an evaluation of the effectiveness of the license plate readers.

COMMITTEE REPORTS

Welcoming of New Residents – Heather Colkos reported that three new residents joined our community during October.

FINANCIAL REVIEW

Dave Ellis presented a report of the September 30, 2024, financials. As of this date, the money in the bank totaled \$1,031,271.10. This figure includes checking and Account Registry CDs (CDAR)s which together constitute the funds required to cover both operating expenses and the necessary reserve to fund maintenance and replacement of the Association's capital assets. The delinquency total as of September 30, 2024, was \$46,420.45.

OLD BUSINESS

- A. 2024 Community Events** – Heather Colkos and Sachie Etherington reported that National Night Out was a tremendous success, attracting at least 250 residents. The event received strong support from law enforcement, EMS, and local businesses. Additionally, Heather announced that a Friendsgiving Potluck will be held at the clubhouse on November 16th, the Cookies and Cocoa with Santa event is scheduled for December 13th and John Martin will determine an optimum date for a Fall yard sale.

NEW BUSINESS

- A. Consider and Vote on Revision to Pool Tag Policy** – Included in the Board packets was an email from Dave Ellis addressing an alternative approach to the current Pool Tag Policy. After thorough discussion, the Board agreed to revise the policy to allow a maximum of six tags per household, with one guest permitted per tag. Children under the age of 13 must be supervised by a parent or guardian but are not required to have a pool tag.
- B. Approval of the Third Amendment to the WSMA Collection Policy** – Dave Ellis informed the Board that the current Collection Policy needed to be amended to reflect that the payment plan form requires a minimum deposit of 10%. The revised policy will clarify that the initial deposit for the payment plan must be at least 10% of the outstanding account balance. A motion was made, seconded, and carried to approve the amendment.
- C. Consider and Vote on Deed Restriction Enforcement Actions** – Cindy B. presented the Enforcement Action Report to the Board. Following the review, the Board directed Crest Management to close one violation, refer account 2530212006 to the attorney for enforcement, and monitor one additional violation for further occurrences.

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D. Update on Accident at Christopher Wren Entrance – Dave Ellis reported that he has requested repair proposals from two contractors and is awaiting a quote from a third. Once received, he will email the Board for review and decision-making.

ADJOURNMENT TO EXECUTIVE SESSION – With no further business to come before the Board, the meeting was adjourned into executive session at 7:05 P.M.

Delinquencies – Six accounts remain on the trash suspension list.

Architectural Review Committee – A copy of the Exterior Modification Report provided in the Board packets was reviewed.

ADJOURNMENT

There were no homeowners present to hear a summary of the executive session. The next meeting will be held at the clubhouse on November 19, 2024.

With no further business to come before the Board, the meeting was adjourned at 7:08 P.M.

Dave Ellis, Secretary

Date