

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC. HELD ON JANUARY 28, 2015, AT 5:30 PM, AT CYPRESS FOREST PUD, AT 16215 CHAMPION FOREST DRIVE, SPRING, TEXAS 77379**

**DIRECTORS PRESENT:**

Barbara Smith  
Wally Bircher  
Harold Horton Jr.  
Heidi Beale

**DIRECTORS ABSENT:**

Dina Forsyth

**IN ATTENDANCE:**

1 Owner was present; Ashleigh Kern and Joni Pursley represented the Managing Agent, FirstService Residential.

**CALL TO ORDER:**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 5:30 PM by Mrs. Smith. Ms. Kern assisted in recording the meeting minutes.

The Pledge of Allegiance was recited.

**CONTRACT DEPUTY REPORT-LT. FINLEY**

Lt. Finley reported the following items:

- 1 Theft on Stockport Drive
- 1 Theft on Kempton Park Drive
- 1 Robbery on Mickleham Drive
- 1 Disturbance-Family on Stornoway Drive
- 1 Animal Disturbance on Appin Falls Drive
- 1 Adult Runaway on Lake Sterling Gate Drive
- 1 Disturbance on Enstone Circle

**PUD DISTRICT REPORT-TOM PETRICK**

Mr. Petrick reported the following items:

- PUD has taken responsibility for the brick wall repair located by the new sidewalk installation.
- Special Meeting held on Friday, January 30<sup>th</sup> at 3:00 PM to discuss affluent water.
- Parking lights at the PUD building have been repaired.
- Champion Drive sewer back up has been resolved.
- WCA is the new trash provider.

**ADOPTION OF AGENDA:**

A motion was made by Ms. Beale, seconded by Mr. Horton and carried to adopt the agenda as presented.

**CONSIDERATION OF THE MINUTES:**

On a motion duly made, the Board approved the December 18, 2014 minutes as presented.

**REPLACEMENT FUND BUDGET:**

Management provided a preliminary draft of the 2015 Reserve Budget.

**RATIFICATION OF ACTIONS TAKEN BETWEEN MEETINGS:**

In an effort to expedite performance of the obligations of the Association between meetings of the Board of Directors, all of the Board members individually agreed to the following actions: Reserve Contribution of \$100,000. On a motion duly made, said actions were ratified and approved.

**CONSIDERATION OF:**

**Collection Policy:**

Management provided an updated Collection Policy for the Association. A motion was made by Ms. Beale, seconded by Mr. Horton and carried to adopt the Collection Policy as presented.

**Enforcement Policy:**

This item has been tabled and will be placed on a future meeting Agenda.

**COMMITTEE AND COMMUNITY REPORTS:**

**Grounds and Maintenance Report-Barbara Smith:**

- MP Technology provided a verbal proposal for light installation at 3 of the monument signs. The Board has requested a written proposal for this project. Garden Club will purchase the lights for installation.
- Trying to get permits for the seventy-five foot (75') of new sidewalk. Asking Commissioner Cagle to assist in permit process.

**Architectural Report/Outstanding ACC- Harold Horton Jr.:**

Mr. Horton Jr. reviewed and approved five ACC applications.

**Neighborhood Watch-Jacque Kern:**

No report given.

**Web-site Update-Heidi Beale:**

No report given.

**MANAGEMENT REPORT:**

**Financial Statement Review-November 2014:**

Ms. Kern reviewed the financial statements for the period ended December 31, 2014. On that date, the Association had a cash balance of \$389,187 in the operating fund. For the month ended December 31, 2014, the Association had total revenue of \$438,816, total expenses of \$418,176 and operated at a surplus of \$20,639. The report was accepted.

**Deed Restriction Enforcement:**

Ms. Kern reported 296 open violations.

**SCHEDULING OF NEXT MEETING:**

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for February 25, 2015 and owners would be notified.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:10 PM.

Respectfully submitted:

Ashleigh Ken  
Recording Secretary

Approved as Correct:

Barbara J. Hill  
Director

2.25.15  
Date