

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST FUND, INC.  
HELD ON July 26, 2023, AT 6:00 PM, Via ZOOM TELECONFERENCE

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DIRECTORS PRESENT:

Mary Matthews, President  
Russell Hildebrand, Vice President  
Bruce Roloff, Director  
Paul Cox, Director  
William Boyle, Director

DIRECTOR ABSENT:

In Attendance:

Homeowners: Ron Blum, Wendy Fryfogle  
Shannon Cook represented the Managing Agent, PMG Houston

Owner Forum:

Mrs. Fryfogle addressed the Board on behalf of the Garden Club, which would like to donate \$1,000 to the Association. She inquired how the Board would like to spend the money. Mr. Hildebrand will meet with her and discuss.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:16 PM by Mrs. Matthews. The Managing Agent assisted in recording the meeting minutes.

Contract Deputy Report - Sgt. David Mathieu

Sgt. Mathieu gave a brief report of the Constables work the previous month:

- There were 179 contract checks
- 33 tickets issued
- Three burglary of motor vehicles; all vehicles having been left unlocked
- The Flock camera data is being used to assist in the investigation of incidences

Cypress Forest PUD Report

Mrs. Matthews reported on behalf of Greg DiCioccio that there were no updates to share. Please attend the PUD meetings for updates.

Consideration of the Minutes:

After one item required amending, a change PTO to "residents' group". On a motion duly made, the minutes of the Board Meeting of June 28, 2023, were approved.

**COMMITTEE AND COMMUNITY REPORTS:**

Grounds and Maintenance Report – Amy Fontana

June completed events:

- Irrigation Inspection (6/22)
- Monthly Site Audit
- WO #20306 tree trimming at signs completed (6/19)
- WO #20394 Irrigation repair completed (6/21)
- WO #20624 Storm clean up completed (6/10)

### Architectural Control Committee

Ron Blum reported as liaison for the committee:

- Nineteen ACC approval applications submitted since the last meeting
- 14 applications approved
- Two applications waiting on additional information for review
- Two applications denied: One was a list of possibilities for improvements over the next two years. And the other, was for a structure beyond the building line
- Mrs Steed will be stepping down from her role as Team Leader
- Mrs. Matthews has spoken with two potential ACC Committee candidates, to cover that role
- ACC Guidelines need to be revised, approved and filed

### Wall Committee – Mary Matthews & Russ Hildebrand:

- Champion Forest Dr. wall power washing proposed
- Mr. Hildebrand has located a company that designs the metal art and asked that the Board review
- Sign Boards – a resident sign maker has offered to make new title lettering for the boards as a gift to the subdivision. Mrs. Matthews will coordinate the installation

### Website & Community Liaison Update – Mary Matthews:

- Mrs. Matthews called the county regarding the crosswalks near the school. She was informed that once the curbs are made ADA compliant the crosswalk lines will be re-stripped
- August Safety Campaign – Do not drive and text
- Mrs. Roloff wrote an article about property values for the September Women’s Club magazine
- Mr. Boyle will write an article for the October Women’s club magazine, possibly about Halloween safety

### Flock Cameras – Mary Matthews:

- Nothing to report

### Proposals and Votes - Mary Matthews

- Irrigation repair proposal #21147 for \$874.80 was approved
- Power washing proposal #21145 for \$3,750 was approved

## ***MANAGEMENT REPORT- PMG Community Director***

### Financial Statements Review

- The May and June financials were discussed with no questions
- Delinquent accounts have been sent to attorney’s office for collection action

### Legal

- Nothing at this time

### Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for August 23, 2023, at 6:00 PM via Zoom

ADJOURN TO EXECUTIVE SESSION

The Board adjourned to executive session to discuss legal reports, accounts receivable

Reconvene to Open Session

The Board discussed revised director roles:

- Mr. Boyle will assist Mrs. Matthews with the financial review
- Mr. Hildebrand will assist with the landscaping oversight and liaison

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:21 PM

Respectfully submitted:          Recording Secretary \_\_\_\_\_

Approved as Correct:

23rd August, 2023 Date

 \_\_\_\_\_ Mary Matthews Director