

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF CHAMPION FOREST
FUND, INC. HELD ON October 25, 2023, AT 6:00 PM, Via ZOOM TELECONFERENCE

DIRECTORS PRESENT:

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

DIRECTOR ABSENT:

Paul Cox, Director

In Attendance:

Homeowners: Janee' Coston and Tim Merritt
Shannon Abernathy represented the Managing Agent, PMG Houston

Owner Forum:

Mrs. Coston inquired who the replacement for Board Director Hildebrand would be. Mrs. Matthews explained that the Board would confirm a new director who would serve the remainder of Mr. Hildebrand's term, as per the Bylaws.

Mrs. Matthews thanked Mr. Hildebrand for his time and skills given to serving on the HOA Board. The Board agreed how much we would miss him.

Mrs. Matthews thanked Mrs. Coston of the Champion Forest Garden Club, for the generous donation the club made for the enhancement of two entrance bed landscape projects.

CALL TO ORDER:

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 6:03 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:

- Two burglary of motor vehicle
- Two theft other calls
- One sexual assault. This is being investigated by the HCSO.
- One criminal mischief
- One credit card abuse
- One terroristic threat via text message
- There were 311 contract checks
- There were 50 tickets issued

Cypress Forest Pud Report- Greg DiCioccio

No report given.

Consideration of the Minutes:

On a motion duly made, the minutes of the Board Meeting of September 27, 2023, were approved

COMMITTEE AND COMMUNITY REPORTS:

Grounds and Maintenance Report – Amy Fontana

September completed events:

- Site Audit
- Irrigation Inspection and adjustment to conform to in force water restrictions

- WO #21368 Entrance color bed expansion scheduled for the coming week
- Ant Bait to be applied pending weather
- Mulch application and cutbacks for line of sight completed
- Follow-up warranty on plantings at Kimstone and Redchurch entries
- Shrub and groundcover fertilization to be scheduled.
- Turf Fall fertilization with preemergent weed control to be scheduled

Architectural Control Committee:

Mr. Merritt reported as liaison for the committee:

- Fifteen ACC approval applications have been submitted since the last meeting
- Three denials due to lack of information or plat survey for review
- Two Pending additional information.
- ACC Guideline Policy to be revised, distributed for board review, approval and filing.

Wall Committee – Mary Matthews & Russ Hildebrand:

- Brick Entrance Monuments – have been cleaned and lettering has been repaired and re-painted
- Proposals to be requested for two needed wall column repairs
- Replacement of lighting of entrance monuments was discussed and the Board approved the purchase of a trial system for one entrance. If successful further additions will be considered.

Website & Community Liaison Update – Mary Matthews:

- Mrs. Matthews submitted an article for the December edition of the Women's Club magazine, the article featured ways to stay in touch with our HOA, a reminder that 2024 assessment billings are in the mail and due 1st January. Safety Awareness re: porch pirates.

Flock Cameras – Mary Matthews:

- No issues to report

Approved between meetings:

Two proposals from Monarch Landscape Management:

- WO #21368 to expand and add color to the eastside of Cypresswood and Champion Dr entrance bed for \$10,014 was approved
- WO # 21369 to add a new bed to the entrance at Champion Dr on Louetta \$5,746.82 was approved

The Champion Forest Garden Club generously donated funds to cover both projects.

MANAGEMENT REPORT- PMG Administration Manager

Financial Statements Review

- The September financials were reviewed; it was noted that certified postage costs and legal account handover charges are billed back to owner accounts
- All delinquent assessment accounts are now at the attorney's office for collection
- 2024 Assessment billings will be mailed out in November

Scheduling Of Next Meeting:

The next meeting of the Board of Directors of Champion Forest Fund, Inc. was scheduled for December 13, 2023, at 6:00 PM via Zoom

ADJOURN TO EXECUTIVE SESSION

The Board adjourned to executive session to discuss legal reports, accounts receivable and deed restriction violations.

Reconvene to Open Session

- A payment plan for property owner A/c 4720894 was discussed and approved. It was agreed that due to the repeated delinquency, no interest or late fees could be waived.
- Several deed restriction violations were discussed along with required actions to be taken.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 6:59 PM

Respectfully submitted: Recording Secretary _____

Approved as Correct:

14th December 2023 Date

Mary Matthews  Director