

# **TERRACES ON MEMORIAL H.O.A., INC.**

## **Board of Directors Meeting Minutes**

**Wednesday, February 26, 2025**

A meeting of the Board of Directors for Terraces on Memorial Homeowners Association, Inc. was held on Wednesday, February 26, 2025, at 6:30 PM at Crest Management Company, 17171 Park Row, Suite 310, Houston, TX 77084.

### **I. CALL TO ORDER:**

A quorum was established, and Board President Nick Kornuta called the meeting to order at 6:35 PM.

#### **Board Members Present**

Nick Kornuta, President

Jodee Caceres, Vice President/Secretary

Karen Mills, Treasurer

#### **Board Members Absent**

Funmi Ekundayo, Director

Sunny Chelmella, Director

#### **Crest Representative Present**

Cindy B., CMCA, AMS

### **II. HOMEOWNERS PRESENT**

There were no homeowners present at this month's meeting.

### **III. SECRETARY REPORT – APPROVAL OF MINUTES**

The minutes from January 29, 2025, Board of Directors Meeting were presented, and a motion was made, seconded, and unanimously approved.

### **IV. TREASURER REPORT – FINANCIAL REPORT**

1. The Board received the financial reports for January 2025.
2. Financial Report – Nick Kornuta reviewed the financials, and they were approved as submitted.
3. Total assets as reported by the Balance Sheet of January 31, 2025, were reported as \$1,918,658.58 with \$748,204.87 total cash in Operating and Money Market accounts, and Total Reserve Funds were reported as \$1,100,179.22.
4. Total YTD expenses as of January 31, 2025, were reported at \$32,669.17.
5. Total YTD Delinquency as of January 31, 2025, was \$60,036.95.
6. After further review of the year-end financials, a motion was made, seconded, and unanimously approved to transfer an additional \$12,174.36 into the Capital Reserve account.

### **V. MANAGEMENT REPORT**

#### **1. General Maintenance Issues**

##### **i. Gates/Cameras**

- a. Camera – Cindy B. notified the Board that she would be requesting the 2025 invoice from ProCam.
- b. Gates – There was nothing new to report this month.

ii. Landscape – Nick Kornuta informed the Board that Monarch Landscape has completed the pruning of dead plant material caused by the freeze. He also mentioned that he will contact Monarch to schedule a walkthrough.

iii. Lake – Lake Management was out for their scheduled lake maintenance. During this visit, they performed their routine lake maintenance throughout the lake and entry pond by removing trash and debris. Lake Management tested the fountain, lights, GFCT's and timers and found no issues. Lastly, Lake Management test ran the water well and collected the meter reading.

- iv. General Maintenance – Cindy B. informed the Board that she will contact Progressive Electric to arrange for the repair of the electrical plug box behind the front wall

## **VI. OLD BUSINESS**

1. Status on Progress of Creating ARC Guidelines – The Board stated that they will review the redline draft from Hoover Slovacek and provide feedback.
2. Oak Tree Root System Behind Daly Drive – A motion was made, seconded, and unanimously approved to authorize Urban Foresters to remove the tree at a cost of \$974.25.
3. Discussion of Briarhills POA Shared Use Agreement – Nick Kornuta informed the Board that he had sent an email to Briarhills POA proposing counter terms. The Briarhills POA Board President indicated that he would present the offer at their next board meeting on March 18th.

## **VII. NEW BUSINESS**

1. There was no new business to discuss this month.

## **EXECUTIVE SESSION**

## **VIII. DEED RESTRICTION VIOLATION REVIEW**

1. Hearing - EMR Denial 24401SF02023 – Cover Over Pergola – The homeowners were present. Following a thorough discussion and review, the Board has concurred with the ARC Committee's recommendation to deny the pergola cover request. The decision is based on several factors previously outlined, including the established precedent of denying pergola covers, concerns regarding safety and longevity, and the potential for the screw holes to deteriorate over time, even with periodic inspections and screw replacements, which would ultimately compromise the structural integrity of the cover; by design, pergolas are intended to be open structures.
2. A copy of the Enforcement Action Report was provided in the board packets. After review, account 24401SF03008 was closed, and a new violation letter will be issued requesting that the homeowner submit a completed exterior modification request form for their new fence. In addition, account 24401TH04060 was placed on hold until board member Karen Mills could provide an update to the remaining board members on the status, as the homeowner resides offsite.
3. A copy of the Exterior Modification Report was provided in the board packets.

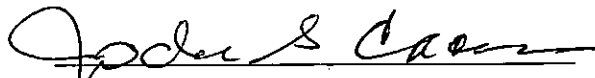
## **IX. DELINQUENCY REVIEW**

1. A copy of the accounts receivable report was provided in the board packets. There was no action to be taken this month.

## **X. ADJOURNMENT**

There being no further business to discuss, a motion was made and seconded; all were in favor of adjourning the meeting at 7:45 PM.

The next Board Meeting will take place on Wednesday, March 26, 2025, at Crest Management.

  
Jodee S. Caceres, Secretary

26 March 2025  
Date