

THE NEW PROPERTY OWNERS ASSOCIATION OF NEWPORT, INC.

Minutes of Board of Directors Meeting

January 29, 2020

Call to Order:

A regular monthly Board of Directors meeting of The New Property Owners Association of Newport, Inc. was held on January 29, 2020, beginning at approximately 6:15 p.m. Those directors in attendance were Kim Davila, Nancy Gaudet, Gerald Kelley, Norman Outley, Eileen Fashoro, Mike Duke and Becca Sharp. Carol Jones represented the association. Dan Kasprzak, NPOAN corporate attorney was also present. Six homeowners were also in attendance.

Election Results:

The election results were presented to the Board. A motion was made by Nancy Gaudet to ratify the election. The motion was seconded by Eileen Fashoro. The motion passed unanimously. The manager will attach a copy of the election results to these minutes.

Election of Officers:

The following were nominated to serve as officers of the corporation for the 2020 term:

President – Kim Davila
Vice President – Gerald Kelley
Secretary – Mike Duke
Treasurer – Becca Sharp

A motion was made by Nancy Gaudet to accept the slate of officers. The motion was seconded by Eileen Fashoro. The motion passed unanimously.

Appointment of Committee Chairs and Co-chairs:

The President appointed the following committee chairs and co-chairs:

Nancy Gaudet was appointed Chair of the Architectural Control Committee and Eileen Fashoro was appointed Co-Chair. Toller Spears and Charles Cobb were appointed to serve on the committee for a one-year term.

A motion was made by Gerald Kelley to confirm the following members of the Architectural Control Committee: Nancy Gaudet, Eileen Fashoro, Toni Handley who has one year remaining on her term; Charles Cobb and Toller Spears, one-year terms. The motion was seconded by Mike Duke. The motion passed unanimously.

Kim Davila appointed herself as Chair of the Deed Restriction Committee and Becca Sharp as Co-Chair. Committee members are Jerry Cossey to serve a one-year term.

A motion was made by Nancy Gaudet to confirm the appointment of Jerry Cossey as a member of the Deed Restriction Committee. The motion was seconded by Eileen Fashoro. The motion passed unanimously.

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Pool and Tennis Courts – Kim Davila/Becca Sharp
Lake & River – Gerald Kelley/Nancy Gaudet
Security – Kim Davila/Mike Duke
Fitness Center/Community Room – Becca Sharp

Minutes:

A motion was made by Nancy Gaudet to approve the December 4, 2019 minutes. The motion was seconded by Gerald Kelley. The motion passed unanimously.

Financials:

The manager presented the December financials. A motion was made by Nancy Gaudet to approve the financials as submitted. The motion was seconded by Becca Sharp. The motion passed unanimously.

A motion was made by Nancy Gaudet to approve the write-offs in the amount of \$3,946.80 representing one foreclosed property. The motion was seconded by Becca Sharp. The motion passed unanimously.

Discussion/Action Items:

1. A motion was made by Norman Outley to retain Dan Kasprzak as the association's corporate attorney for 2020 and issue a retainer check in the amount of \$6,000. The motion was seconded by Nancy Gaudet. The motion passed unanimously.
2. A motion was made by Mike Duke to award the landscape contract to Catalina Landscaping for 2020 and authorized the manager to execute the contract on behalf of the association. The motion was seconded by Gerald Kelley. The motion passed unanimously.
3. A motion was made by Norman Outley to accept and approve the security contract with Harris County for 2020. The motion was seconded by Becca Sharp. The motion passed unanimously.
4. A motion was made by Gerald Kelley to approve the pond contract with Lone Star Ponds for 2020 and to authorize the manager to execute the contract on behalf of the association. The motion was seconded by Becca Sharp. The motion passed unanimously.
5. The contract with Sweetwater Pools was tabled pending information on swim meets and adjustments to the schedule.
6. Director Duke stated that he felt it would be a good idea to put some frequently asked questions in the newsletter and the website. The board discussed and agreed to move forward with this. The President announced that she was working on establishing a NPOA Facebook page that would be for information only.

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7. Patiowoods – curbs and streets – The manager presented a quote she had received to reconstruct the streets and sidewalks in Patiowoods. She asked the Board for permission to research documentation to determine if and how this could be attained without putting a large special assessment on the residents of Patiowoods. She stated that it would take 2 or 3 months to bring anything back to the board. A motion was made by Norman Outley to permit the manager to research this issue. The motion was seconded by Gerald Kelley. The motion passed unanimously.
8. A motion was made by Eileen Fashoro to amend the Rules for the Fitness Center to include holiday dates that the fitness center would be closed. The motion was seconded by Becca Sharp. The motion passed with Gerald Kelley abstaining.
9. A motion was made by Gerald Kelley to permit Dan Webb to assist the board with security issues. The motion was seconded by Nancy Gaudet. The motion passed unanimously.

Manager's Report:

The manager reported that statements will be mailed for the next three consecutive months.

The manager reported that she had been contacted by Tx Dot regarding the landscaping at the Newport Boulevard entrance. They allowed us time to remove plants and Catalina had removed what could be transplanted into other entrance areas within the community.

Golf Course Update:

The manager reported that since taking over the golf course (October 9, 2019) the operating contribution was NPOA was a total of \$70,000. She stated that all reports on the course were good. She further stated that we have a new maintenance team and Mike Burriss had been hired as the ground's superintendent. January and the beginning of February are busy with events.

Executive Session:

Attorney/Client Privileged Information Deleted

Next Meeting: The next meeting will be scheduled as needed.

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Adjournment: There being no further business, upon motion made by Eileen Fashoro and seconded by Nancy Gaudet, the meeting adjourned at 8:20 pm.

Respectfully submitted,

Carol Jones,
Community Manager

APPROVED:

Mike Duke, Secretary

ELECTION RESULTS

Annual Meeting held January 9, 2020

There were a total of 514 votes cast:

Absentee ballots for quorum only representing 198 votes
Ballots counted for quorum only (not signed or dated) representing 4 votes
Absentee Ballots representing 225 votes
Ballots representing 91 votes

Candidate Results

MIKE DUKE - 205 votes
BECCA SHARP- 158 votes
Jeff Stillwell – 73 votes
Kathleen O’Toole – 3 votes
Raymond Bell - withdrew