

THE NEW PROPERTY OWNERS ASSOCIATION OF NEWPORT, INC.

Minutes of Board of Directors Meeting

June 22, 2011

Call to Order

A regular monthly Board of Directors meeting of The New Property Owners Association of Newport, Inc. was held on June 22, 2011 beginning at approximately 5:15 p.m. Those directors in attendance were, Dennis Pilkington, Dan Kasprzak, Earl Boykin, Walt Kroupa, Sam Gonzalez, Jim Carpenter, Sandy Hayes, Charley Lenderman and Wayne Scott. Carol Jones represented the association.

Walter Thomas was absent and gave his proxy to Dan Kasprzak.

Audit Report

Ken Skrabanek presented his audit as of December 31, 2010 to the Board. His only comment was that the Association should do a Reserve Study and have a Contingency Account. A motion was made by Earl Boykin to accept the audit. The motion was seconded by Jim Carpenter and passed unanimously.

There was also a discussion with Mr. Skrabanek regarding the accounting methods accrual vs. cash. It was decided that after several discussions by Mr. Skrabanek, Walter Thomas, Jim Carpenter and management that the balance sheet would reflect the accrual method but the income and expenses statement would remain on a cash basis.

Mr. Skrabanek presented the 2010 tax return to the Board which was signed by Dennis Pilkington. The manager was instructed to file the return.

Minutes

A motion was made by Earl Boykin to approve the minutes from the May 18, 2011 Board of Directors meeting. The motion was seconded by Dan Kasprzak. The motion passed unanimously.

Financials

April financials were presented and discussed.

A Schedule setting forth current payment plans was reviewed and discussed.

A schedule setting forth \$6,666.44 in write-offs from May 1, 2011 through May 31, 2011 was presented and reviewed. A motion was made by Jim Carpenter to approve the write-off's as listed on the schedule. The motion was seconded by Earl Boykin. The write-off schedule was unanimously approved (copy attached).

Insurance

A motion was made by Jim Carpenter to ratify the Association's liability insurance policy with Philadelphia Insurance Companies and lower the umbrella policy from \$10,000,000 to \$5,000,000. The motion was seconded by Walt Kroupa. The motion passed unanimously.

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Executive Session

Homeowner Information Redacted

End of Executive Session

Patio Woods. A discussion was held regarding the drainage issue in Patio Woods. The manager was instructed to contact Claunch and Miller to inquire as to the cost of having them look at the situation and advise the Board.

Lifestyle Signs A motion was made by Sam Gonzalez to reimburse Rampart Holding LLC the sum of \$2,400 representing the amount collected from insurance on damage to signage during Hurricane Ike for the replacement and upgrades of the signs in Newport. The motion was seconded by Sandy Hayes. The motion passed with Jim Carpenter and Dan Kasprzak abstaining.

Manager's Report

The manager reported:

- A discussion was held with SO deputies regarding the new Nuisance Abatement Policy. The deputies advised that unless a vehicle parked in a driveway has smashed windows or proof that varmints are inhabiting, it does not fall under the act. The Board instructed the manager to obtain this information in writing since it is contrary to what was presented to the Board.
- Loose dogs and cats are an ongoing problem. The manager attended a meeting with both Harris County Animal Control and the SO. Both agencies have agreed to address the issues in Newport. The Board directed the Manager to proceed with whatever she deems necessary to correct this problem.
- Fairway Port Condominiums appear to be in need of repair and paint. The Board directed the Manager to write a letter to the Fairway Port Board to determine what plans they have if any regarding the exterior of the buildings.
- The manager requested that the Association contract employee, Maria Arenas become permanent. A motion was made by Dan Kasprzak to hire Maria Arenas full time effective July 1, 2011. The motion was seconded by Charley Lenderman. The motion passed unanimously.
- Manager reported that new signs have been installed at the pool.
- Coupons have been mailed for the remainder of the year as opposed to quarterly.
- Manager reported that her meeting with the contract deputies and Sgt. Manning was a positive meeting.
- The website is now operational. Updates will be added as necessary.
- The manager requested the September meeting be changed to September 28 to accommodate her vacation. The Board agreed to change the date of the meeting.

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Committee Reports

ACC. Walt Kroupa announced that there were ten new homes starts and ten fence request this past month.

Deed Restriction A discussion was held regarding deed restriction violations in general. The Chairman also requested that notice of the deed restriction meetings be sent to each member prior to the meetings as a reminder.

Storage and Stables. Specific homeowner information redacted. After a discussion, a motion was made by Jim Carpenter to close the stables due to the facts that it only benefits five members of the association and it requires a disproportionate amount of time for both the board and management and has a potential financial risk for the community. The motion was seconded by Charley Lenderman. The motion passed 8-1.

Crime Watch. Sam Gonzalez requested that the Association donate \$250 to the Harris County Sheriff Marine Division and that a key be issued to the division so the deputies could use the area for their personal use on weekends. A motion was made by Dan Kasprzak to make the donation as requested and to issue a key at no charge for use by the deputies in the Marine Division. Walt Kroupa seconded the motion. The motion passed unanimously.

Pool. There was no committee report.

Landscape There was no committee report.

Social. Due to the drought conditions, the fireworks and other festivities have been postponed until Sunday, September 4, 2011. October 15, 2011 is the date for the fall celebration. The board agreed to discuss the fall celebration at the next meeting.

Adjournment There being no further business, the meeting adjourned at 9:45 p.m.

Respectfully submitted,

Carol Jones,
Community Manager

APPROVED:

Earl Boykin, Secretary