

THE NEW PROPERTY OWNERS ASSOCIATION OF NEWPORT, INC.

Minutes of Board of Directors Meeting

January 18, 2017

Call to Order

A regular monthly Board of Directors meeting of The New Property Owners Association of Newport, Inc. was held on January 18, 2017, beginning at approximately 5:25 p.m. Those directors in attendance were Nancy Gaudet, Jim Bailey, Jim Carpenter, Dan Webb, Earl Boykin, Buddy Brewer and Tommy Craft. Carol Jones represented the association. Dan Kasprzak, NPOAN corporate attorney was also present. Homeowner, Jerry Cossey was also in attendance.

Election of Officers:

A motion was made by Earl Boykin to nominate Dan Webb as President. The motion was seconded by Tommy Craft. The motioned passed unanimously.

A motion was made by Earl Boykin to nominate Jim Bailey as Vice-President. The motion was seconded by Tommy Craft. The motioned passed unanimously.

A motion was made by Tommy Craft to nominate Earl Boykin as Secretary. The motion was seconded by Dan Webb. The motioned passed unanimously.

A motion was made by Jim Bailey to nominate Nancy Gaudet as Treasurer. The motion was seconded by Earl Boykin. The motioned passed unanimously.

Appointment of Committee Chairs and Co-chairs

Nancy Gaudet was appointed Chair of the Architectural Control Committee and Eileen Fashoro was appointed Co-Chair. Kimberly Davalia and Joe Denman were appointed to serve on the committee for a two-year term.

A motion was made by Nancy Gaudet to confirm the following members of the Architectural Control Committee: Walt Kroupa who has one year remaining on his term; Kimberly Davalia and Joe Denman, two year terms. The motion was seconded by Tommy Craft. The motion passed unanimously.

Jim Bailey was appointed Chair of the Deed Restriction Committee and Earl Boykin was appointed Co-Chair. Committee members are Charles Lugin, Jerry Cossey and Wayne Cope, each to serve a one-year term.

A motion was made by Tommy Craft to confirm the appointment of Charles Lugin, Jerry Cossey and Wayne Cope as members of the Deed Restriction Committee.

Pool and Tennis Courts – Tommy Craft

Lake & River – Dan Webb/Tommy Craft

Security – Dan Webb

Fitness Center/Community Room – Tommy Craft/Nancy Gaudet

Golf Course – Buddy Brewer/Jim Bailey

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A motion was made by Earl Boykin to approve the Committee Chairs and Co-chairs. The motion was seconded by Tommy Craft. The motion passed unanimously.

Election Results from January 12, 2017

There were a total of 738 votes cast, comprised of the following:

Absentee ballots for quorum only representing 289 votes
3 Absentee ballots counted for quorum only due to unclear voting represented 3 votes
Absentee Ballots representing 335 votes
Ballots representing 111 votes

Candidate Results

DAN WEBB - 404 votes – 3-year term
BUDDY BREWER- 368 votes – 3-year term
TOMMY CRAFT – 242 votes – 2-year term
KIM DAVALIA – 119 votes
DELONNE JOHNSON – 118 votes
JERRY COSSEY – 50 votes

Minutes

A motion was made by Earl Boykin to approve the November 9, 2016 minutes. The motion was seconded by Tommy Craft. The motion passed unanimously.

Financials

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

A motion was made by Earl Boykin to approve the write-offs in the amount of \$2,399.63 representing one foreclosed property. The motion was seconded by Tommy Craft. The motion passed unanimously.

Discussion/Action Items

1. A motion was made by Nancy Gaudet to retain Dan Kasprzak as the association's corporate attorney for 2017. The motion was seconded by Buddy Brewer. The motion passed unanimously.
2. A motion was made by Earl Boykin to retain Ken Skrabanek, CPA to conduct the audit of the association's records and to authorize the manager to execute the engagement letter on

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behalf of the association. The motion was seconded by Tommy Craft. The motion passed unanimously.

3. A motion was made by Earl Boykin to award the landscape contract to Catalina Landscaping for 2017 and authorized the manager to execute the contract on behalf of the association. The motion was seconded by Nancy Gaudet. The motioned passed unanimously.
4. A motion was made by Nancy Gaudet to accept and approve the security contract with Harris County for 2017. The motion was seconded by Earl Boykin. The motion passed unanimously.
5. A motion was made by Earl Boykin to approve the pool contract with Sweetwater Pools for 2017 and to authorize the manager to execute the contract on behalf of the association. The motion was seconded by Buddy Brewer. The motion passed unanimously,

Manager's Report

The manager reported that many homeowners were paying at the 2016 rate and requested the board allow management to remove January late fees on accounts that are not currently delinquent. Statements will be mailed in January to make these homeowners aware. A motion was made by Earl Boykin to permit the removal of the January late fees as requested. The motion was seconded by Nancy Gaudet. The motion passed unanimously.

The manager requested a board member to check the light reported out on the tennis courts because of the cost involved in repairing only one light. The electric company recommended waiting until there was at least one more light out. After consideration the board agreed to not repair the light at this time.

The manager reported that she will be getting bids next week on having the LED sign installed on North Diamondhead. She will also gather figures on construction of a dog park for discussion at the February meeting.

The manager reported that the property taxes on all property owned by the association are being paid this week.

Jim Carpenter left the meeting.

Executive Session – HOMEOWNER INFORMATION REDACTED

Next Meeting. The next meeting will be February 22, 2017.

Adjournment There being no further business, upon motion made by Earl Boykin and seconded by Buddy Brewer, the meeting adjourned at 7:30 pm.

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Respectfully submitted,

Carol Jones,
Community Manager

APPROVED:

Earl Boykin, Secretary