

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF NOTTINGHAM MAINTENANCE FUND, INC., WHICH WAS HELD ON AUGUST 21, 2013, AT THE MEMORIAL WEST COMMUNITY CLUB ("MWCC") LOCATED AT 700 N. KIRKWOOD ROAD, HOUSTON, TEXAS 77079.

DIRECTORS PRESENT: David Mandery, Eric Madry, Doug Ashley, Brooke Daniel, Lynne Marucci

DIRECTORS ABSENT: Ken West, Lauren Graham, Blake Harrison

IN ATTENDANCE: Bridgett Cummings, representing Crest Management Company, as managing agent.

CALL TO ORDER: The meeting was called to order at 7:15 p.m.

MEETING MINUTES: Motion was made, seconded and carried to approve the minutes of the Board meeting held on June 19, 2013.

COMMITTEE REPORTS: Architectural Control – One property has begun construction without approval from the Board. Correspondence has been sent to the owner.

Maintenance & Beautification – Director Graham is coordinating a firm bid from the current landscaper to restore the irrigation on the Kirkwood esplanades. Additional bids will be solicited after the scope of work is defined.

Safety & Trash – Two Constable Deputies met with the Board prior to the meeting to discuss recent activity in the area.

Communication – An e-blast will be sent out with safety tips from the Constables.

MWCC – Investigation is underway to determine if a water leak exists after receipt of an unusually high water bill. The Board is working to have a survey of MWCC done to assist in future projects.

Membership – there were 36 non-resident memberships in 2013 at a rate of \$375.

FINANCIAL REPORT: The financial statements for the period ending July 31, 2013 were reviewed noting total cash of \$185,154, reserves of \$131,711 and accounts receivables in the amount of \$62,767.

BUSINESS: The Board ratified the decision to engage Roberts Markel Weinberg, PC as the corporate attorney to assist in the brick wall project.

Board policy resolutions were presented for the following: Display of Religious Items, Rainwater Recovery Systems, Solar Energy Devices, Display of Flags, Payment Plans, Document Retention, Records Production & Copying. Motion was made, seconded and approved to adopt the policies.

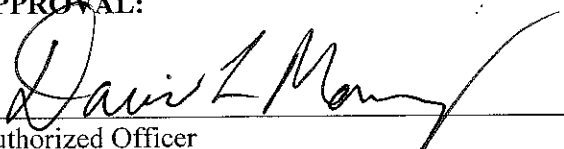
An engagement letter was presented from Roberts Markel Weinberg, PC to represent the Association for collection and deed restriction matters. Motion was made, seconded and carried to accept engagement.

Director Madry provided an update on the brick wall project noting Cadence Bank as the preferred lender at this point and Fencecrete as the preferred contractor. A town hall meeting is still anticipated to occur in the Fall though a date has not yet been set.

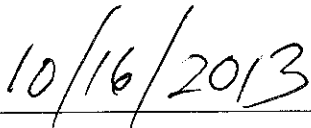
SCHEDULING OF NEXT MEETING: The next meeting is scheduled for October 16, 2013 at 6:30 p.m.

ADJOURNMENT: There being no further business to come before the Board, the meeting adjourned at 8:35 p.m.

APPROVAL:



Authorized Officer



Date