

MINUTES OF THE BOARD OF DIRECTORS MEETING OF NOTTINGHAM MAINTENANCE FUND, INC., WHICH WAS HELD ON APRIL 9, 2015, AT THE MEMORIAL WEST COMMUNITY CLUB ("MWCC") LOCATED AT 700 N. KIRKWOOD ROAD IN HOUSTON, TEXAS 77079.

DIRECTORS PRESENT: David Mandery, Lynne Marucci, Eric Herpin, Kate Keimig, Kenze Beyer, Blake Harrison, John Beck

DIRECTORS ABSENT: Ken West

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

CALL TO ORDER: Due notice having been given and a quorum being present, the meeting was called to order at 8:00 p.m.

GUESTS TO ADDRESS THE BOARD: Constable Deputy Kovar presented information regarding free home inspections, operation safe child and operation ID, all free services provided to residents upon request. Deputy Moon provided a report noting no crime within the community, but many recent reports of solicitors.

MEETING MINUTES: Motion was made, seconded and carried to approve the minutes of the Board meeting held on January 14, 2015 and the Annual meeting held on February 22, 2015.

FINANCIAL REPORT: Ms. Cummings reviewed the March financial statements noting total cash of \$425,061, reserves in the amount of \$106,890 and accounts receivables of \$142,044. The Association has collected 56% of the 2015 assessments.

COMMITTEE REPORTS: Deed Restriction Enforcement – The Committee continues to process applications for home improvements regularly and is working to finalize a draft of the Architectural Guidelines to present to the Board. Safety & Communication – Director Beyer noted a new website for the Constables, www.constablepct5.com, designed to be more user friendly. The speed radar sign currently on Wilcrest will be moved to Kirkwood in the next few days to monitor speed. Director Beyer will invite the Constables to stop by the Friday Night Grill Outs to visit with homeowners.

MWCC & Maintenance – A volunteer workday will be held on May 2nd in conjunction with the first day of pool season. Formation of a joint committee with Nottingham IV and West to focus on shared maintenance is still underway. Swim team begins practice on May 4th. Ms. Cummings will notify the pool company and landscaper to ensure all areas are prepared for the season.

Welcome – Phyllis Moomaw reported receipt of an updated ownership list. The Committee is working on welcoming the new members.

BUSINESS: The Board ratified the following decisions made between meetings by written unanimous consent: Purchase of 100 folding chairs and 3 carts for MWCC from Wells & Kimich at a cost of \$3,475 and purchase of replacement ice machine from Cool Tech Refrigeration at a cost of \$2,540.

Election of officers and committee assignments was held. Positions are as follows: David Mandery, President; Ken West, Secretary; Kenze Beyer, Treasurer; Blake Harrison, Safety and Communication; Kate Keimig, MWCC; Lynne Marucci, Deed Restriction Enforcement, John Beck, Membership; Eric Herpin, Maintenance and The Wall.

The approval process with The Houston Parks Board is near finalization for the portion of the wall that crosses their property. Once that is complete, a timeline can be defined for the project.

The renewal contract for Sweetwater Pools was presented. Motion was made, seconded and carried to approve the one-year renewal with the addition of opening at 2:00 p.m. on the last day of school, June 3rd, and opening for normal hours on June 4th and 5th.

Proposals were presented for renovation of the double bank tennis courts. The topic was tabled for further review.

A proposal from Sweetwater Pools was presented to conduct a leak detection on the lap pool. Motion was made, seconded and carried to approve the \$850 expense.

A proposal was presented from Sweetwater Pools to repair a light fixture in the pool area that is improperly wired. Motion was made, seconded and carried to approve the cost of \$395.

A proposal was presented from Sweetwater Pools to repair one tennis court light on the double court at a cost of \$575. The Board tabled this item.

A proposal was presented from Sweetwater Pools to replace one light fixture and pole near the lap pool at a cost of \$2,405. The Board rejected the proposal and requested only the bulb be replaced at this time.

A proposal was presented from Sweetwater Pools to replace the west dive stand. The Board requested additional bids be sought.

Insurance policy disclosures were presented. Motion was made, seconded and carried to sign all disclosures as presented, to decline terrorism coverage and to investigate additional coverage needs for the wall and the appropriate time of placement.

MWCC membership rates were discussed. Motion was made, seconded and carried to increase the rate from \$375 to \$450 for all non-residents of Nottingham I, II and III.

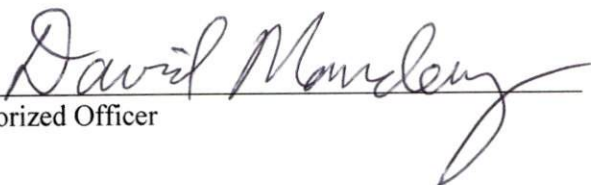
SCHEDULING OF NEXT MEETING: The next Board meeting is scheduled for June 1, 2015 at 7:00 p.m. Meetings will be held on the first Monday of even months for the remainder of the year.

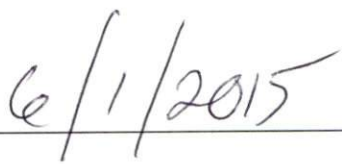
ADJOURNMENT: There being no further business to come before the Board, the meeting adjourned into executive session at 11:00 p.m.

EXECUTIVE SESSION SUMMARY: During Executive Session, the Board reviewed the delinquency report and deed restriction inspection report. No action was authorized.

The legal status report was reviewed. The Board authorized an additional letter to account number 1990209001 for noncompliance.

APPROVAL:


Authorized Officer


Date