



QUAKER'S LANDING C.I.A.

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P.O. Box 633, Friendswood, Texas 77549

Board of Directors Annual Meeting Minutes

I. Call to Order

- **Date:** 11/10/2022
- **Location:** Friendswood Chamber of Commerce; 1100 S. Friendswood Dr.
- **Time Call to Order:** 19:06-22:01h

II. Attendance

- **Board Members Present:** Tara Morgan, Lillian Wilson, Jeffery Landgraf, Liz Shaw, Rhonda Delany, Rachel Fuentes
- **Homeowners Present:** James Purcell, Jamaica Jenny, Jason Jenny, Rachel Fuentes, Nancy Buffaloe, C. John Young, Jr., Joe Bunnell, Emmitt Pearson, Chris Shaw, Charles Thomas, Pat Thomas, Tom Williams, Lori Williams, Courtney Jones, Jim Watson, Nadine Watson, Holley Diaz, Rene Carmona, Gabriel Ordonez, John Embrey, Jeff Belyeu, Francis Tongol, Alan Wilson, Brad Weyandt, Kathy Weyandt, Erin Bevan, EJ Murphy, Scarlett Anderson, Losa Te'O, Whitney Te'O, Carolina Ponder, Tim Gibbons, Sky Lyn Gibbons, Jamen Willis (Zoom), Marisol Auten (Zoom), Jonathan Auten (Zoom)

III. Timing of Events

1906h – Liz Shaw began meeting; cover agenda and introductions via PowerPoint presentation (available at <https://www.myquakerslanding.com/>)

- This year's major accomplishments were discussed noting the following: acquiring legal assistance to stay current on Texas HOA Guidelines and improve service to the community; updating and standardizing Deed Restriction Violation policies/procedures; adopting 3rd party compliance inspections; amending Deed Restrictions 14, 19, and New Section 20; adding resources dating back to 2018 to the website; applying for and winning a \$2000 grant from the City of Friendswood; collecting 100% of back dues.
- Board Members Lillian Wilson and Rhonda Delany were awarded "MVP" for their long-time service and exceptional personal roles on the board this year.
- Next Year's Goals were outlined including the following: Improve Community outreach, Host Special Meetings, Host Open Comment Periods for board initiatives, renew Zoom meeting participation, improve website utility, increase all forms of communication, and announce all meetings via yard sign/email.
- SmartWebs neighborhood management technology was proposed to offer the following resources: enhanced neighborhood communication, individualized resident portals, improved continuity in board practices and automatic archival

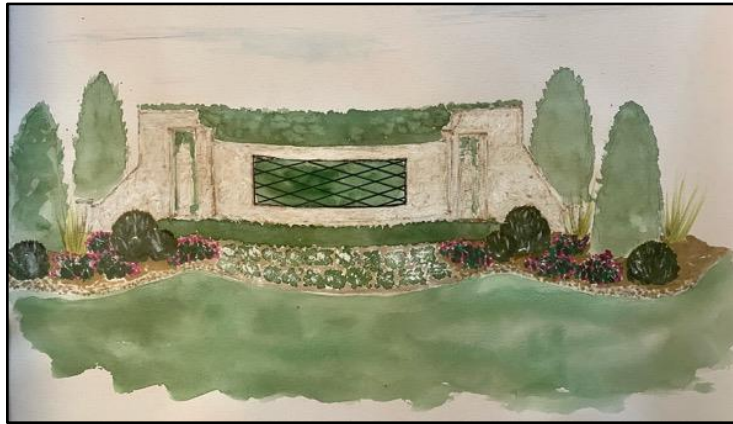
of all board actions. Liz Shaw noted it was negotiated to receive a 50% discount on the SmartWebs platform for the Community.

- The Following Special Meeting Topics were recommended: “Reasonable Fines”, “Guidelines”, “FEMA Lots”, and “Project Proposals and Updates”. It was then proposed to begin a 30-Day Open Comment Period to initiate the discussion on “Reasonable Fines”.

2000h – Began budget presentation and discussion. Liz Shaw stated that with the newly amended deed restrictions and new assessment in place, we are now able to propose a balanced budget for the first time in over 4 years. With the newly balanced budget she stated that the neighborhood could, and should spend now-available funds on much-needed neighborhood maintenance and beautification.

- Liz Shaw began with a 3 Phase neighborhood beautification proposal addressing the immediate needs of our medians and front entry. Outlining Phase I: Median Refresh, Phase II: Front Entry Refresh, Phase III: Additional Landscaping.
- Phase I: Median Refresh to cost between \$3100 and \$3400 (depending on mulch). This included all 14 medians and was set to begin immediately.
- Phase II: Front Entry Refresh
 - Liz Shaw noted that the board received a bid of \$26,000 this year to repair the front entrance. The bid included replacing the rusted-out wrought iron and shoring up the falling brick wall.
 - She explained the board then decided to look for alternative options for that cost; the goal was to preserve and enhance the character of our front entry but also restore and refresh the structural integrity and aesthetics, as well as reduce the cost of future structural maintenance required.

2005h – Designer, and Board Member, Tara Morgan conducted the presentation of the proposed Phase II improvements stating that the bidding process for this design is still in progress but would hope to seek approval and begin work in 2023. The vision to include the following design and features:



- Improve the structural stability of our two Main Entrance features using reclaimed brick from our existing wall; replace the existing wrought iron; remove the crumbling ½ wall and replace it with a functioning 6' hedge wall; brighten and seal the antique brick with a protective lime wash; additional accent lighting on sign and statues; dimensional landscaping additions.

2015h – Liz Shaw concluded the proposal with Phase III, additional landscaping in 2024. The goal is to add landscaping to medians and esplanades to match the new front entry landscaping. The money for this phase would come from savings extrapolated from this year's proposed balanced budget. Liz Shaw recommended Reducing CD1 to an amount of 15% of our annual income and using the remainder of our assets to pay for Phase I and II improvements.

2025h – Liz Shaw reviewed each line item in the proposed budget. The budget included \$27,977 in spending and provided a 15% cushion to offset slow and late-paying homes. She stated the savings would be used as spending on improvements in the following year's budget. It was explained that Quaker's Landing pays in arrears and the 15% cushion is necessary.

2051h – Liz Shaw motioned to approve the current budget; Alan Wilson seconded. The budget passed with a majority vote of homeowners.

2059h – Began ballot candidate introductions.

- Two homeowners asked Joe Bunnell some questions regarding his stance on items of concern. Tom Williams noted that there is no campaigning allowed at the annual meeting and no more questions will be allowed.
- Lori Williams removed herself from the ballot to keep her husband, Tom Williams, on the current Architectural Committee. Gabriel Ordonez removed himself from the ballot.
- Two write-ins were introduced; Kurt Spitzenberger, Terry Leifeste.

2125h – Ballot introductions concluded; James Purcell took the floor to go over voting requirements and review the By-Laws stating that up to 9 members could be elected and each elected member would need to receive a minimum of the majority of voters present to be elected. James requested a second counter to verify the totals. Gabriel Ordonez volunteered.

2131h – Homeowners began turning in their ballots to James Purcell; Gabriel Ordonez assisted with ballot counting. Board members began selecting door prize winners to pass time during the ballot count.

2159h – Ballot counting complete; James Purcell announced new board members: Pat Thomas, John Young, Francis Tongol, Holley Diaz, Lillian Wilson, Jeffery Landgraf, Renae Ward, Joe Bunnell

- 39 total homeowner votes
 - In-Person Homeowner Votes – 30
 - Zoom Votes – 1
 - Proxy Votes – 8
 - Courtney Jones for Tara Melgren (5 Haverford)
 - Chris Shaw for Ronald and Tina Lockridge (3 Haverford)
 - Joe Bunnell for Renae Ward (711 Penn)
 - Joe Bunnell for C. Todd Manchaca (705 Penn)
 - Joe Bunnell for C. Todd Manchaca (713 Penn)
 - Joe Bunnell for Lorenzo Stermieri (714 Penn)
 - Joe Bunnell for Linda Williams (712 Penn)
 - Joe Bunnell for Jeffrey Payson (803 Quaker)
- Results (number of votes per candidate)
 - Pat Thomas – 30
 - John Young – 25
 - Holley Diaz – 24
 - Francis Tongol – 24
 - Lillian Wilson – 23
 - Jeffery Landgraf – 22
 - Renae Ward – 21
 - Joe Bunnell – 21
 - Tara Morgan – 18
 - Liz Shaw – 18
 - Rachel Fuentes – 16
 - Kurt Spitzengerger – 12
 - Terry Leifeste – 9

2201h –Liz Shaw adjourned the meeting.

Minutes respectfully submitted by: Jeffery Landgraf, Secretary
Minutes approved by QLCIA.