



QUAKER'S LANDING C.I.A.

MyQuakersLanding.com QuakersLanding.board@gmail.com

P.O. Box 633, Friendswood, Texas

Board of Directors Meeting Minutes

I. Call to Order

- **Date:** 04/11/2024
- **Location:** Friendswood Library
- **Time Call to Order:** 6:30pm

II. Roll Call and Determination of Quorum

- **Members Present:** Francis Tongol – President, Renae Ward – Vice President, Jeff Belyeu – Secretary, Joe Bunnell, Rene Carmona, Jim Watson
- **Members Absent:** Gabriel Ordonez – Treasurer

III. Roll Committee Reports

- **Newsletter:** April Newsletter
- **Spring Social:** May 5, 2024
- **Treasurer's Report:** Gabriel Ordonez
- **Website Report:** None
- **Welcoming:** None
- **Yard of the Month:** April 2024 – 712 Quaker Dr

IV. Old Business:

- Approve minutes for March 2024 meeting.
- Dues status: There are currently four accounts that are past due. A motion was proposed by Renae Ward, seconded by Joe Bunnell, and passed unanimously to send a certified letter to one account that is past due for two years.
- Renea Ward will create a template for Deed Violations.
- Francis Tongol is working on a list of duties for each board member so that it can be passed on from year to year.
- A motion was made by Renae Ward, seconded by Francis Tongol, and passed unanimously to implement the notifications and fines below, starting April 1st for deed violations and will need to be added to the bylaws. Francis to get with the attorney
 - 1st Notice – Friendly email from board: 2 weeks
 - 2nd Notice – Written Letter from Board: 2 weeks
 - Incur late fine for another 2 weeks
 - 3rd Notice non-compliance for certified letter:
 - incur fees (\$25) for postal certification and fine fee up to 5 business days
 - 4th Notice – attorney involve, all fees and fines (\$50) to paid by the homeowner



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- A motion was made by Renae Ward, seconded by Francis Tongol, and passed unanimously to add a payment plan option for the annual dues and will need to be added to the bylaws. Francis to get with the attorney.
 - Payment plan of Three (3) payments on HOA dues: 1st in October, 2nd in November, and 3rd and final payment in December
 - Homeowner decides to pay electronically, a surcharge will be paid by the homeowner, not QLCIA: ACH (1.25%) or CC (3.00%)
 - Any payment returns via check, ACH, or CC are subject to \$50 charge to the homeowner
- A motion was made by Renae Ward, seconded by Francis Tongol, and passed unanimously to accept the quote on painting the signs and have the work done.
- Lawn maintenance bids are being considered for the following companies.
 - Landscaping Solutions – Brandon – 832-689-8439
 - Solace Tree Service – 832-683-3514
 - Manor Maintenance – Todd – 281-482-4548
 - Greener Cleaner – Alex
- We will try to do a newsletter every two to three months. Joe Bunnell will lead this effort.

V. New Business:

- Some bricks in the front entrance are falling out of the wall. Renae Ward will contact Brick Restorations to get this repaired.
- The Board will start searching for bids to work on the second phase of the front entrance work. This is to repair or replace the longer portions of the wall that is currently a short (in height) brick wall.
- Several homeowners have agreed to help maintain some the medians in the neighborhood. This included Adam Ponder, Courtney, and Travis and Amy.
- A motion was made by Renae Ward, seconded by Francis Tongol, and passed unanimously to buy mulch for the front entrance and medians in the neighborhood.

VI. Adjournment:

- **Time Meeting Adjourned:** 8:00 pm
- **Next Meeting:** May 9, 2024
- **Location:** Friendswood Library

Minutes respectfully submitted by: Jeff Belyeu

Minutes approved by QLCIA.