**THE BOARD OF TRUSTEES OF THE WESTCHESTER OWNERS COMMITTEE HELD THEIR REGULAR BOARD OF TRUSTEES MEETING ON TUESDAY, FEBRUARY 21, 2023, AT 625 NOTTINGHAM OAKS TRAILS, ROOM E-9, HOUSTON, TX 77079. MEETING NOTICE ATTACHED AS EXHIBIT "A".**

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**TRUSTEES PRESENT:** Sy Zaidi, Lindsey Ferrell, Andrea Stevens, Justin Girard, Jordon Giarratano and Adam Hampton. Asim Modi, Jason Warren and Sean McBeth were not in attendance. Also present: Heather Esteban of Crest Management Company.

**CALL TO ORDER**:

The meeting was called to order at 6:09 P.M. The agenda was adopted as presented. The Board introduced themselves and advised of their trustee positions.

President - Sy Zaidi

Vice President/Pool & Tennis - Lindsey Ferrell

Secretary/Community Relations – Asim Modi (not in attendance)

Treasurer – Andrea Stevens

Legal Chairman – Jason Warren (not in attendance)

Patrol Chairman – Justin Girard

Trash & Mosquito Chairman – Sean McBeth (not in attendance)

Maintenance Chairman – Jordon Giarratano

Newsletter & Website – Adam Hampton

**HOMEOWNER FORUM**

An owner asked that the Board be aware that parking at the pool may be a problem once swim team starts due to the construction in progress at the elementary school.

An owner asked the Board if they had any plans on updating the By Laws to update officer positions. The Board advised that amendment of the By Laws requires a majority vote of the members.

An owner advised the Board that he had attended a recent Energy Corridor security meeting and police have advised that there has been an increase in crime at Briar Forest & Eldridge and if possible not to be parked in the shopping centers immediately before school starts or in the afternoon when school gets out.

**FINANCIAL REPORT**

The January 31, 2023, financials were presented to the Board. As of January 31, 2023, there was a total cash balance of $303,056.03 in the Operating Account and the Non-Capital Reserve Account had a balance of $101,085.04 Assessment receivables totaled $72,910.13.

**TRUSTEE REPORTS**

**COMMUNITY RELATIONS:** Nothing to report.

**POOL & TENNIS:**  The Board advised that bids had been obtained to replaster the pool and the work is scheduled to begin next week. The job will take 2-3 weeks to complete and several lights that are not working will be repaired during the replaster.

**MAINTENANCE:** The Board advised that they are actively working on enhancing the entrances. The crape myrtles were trimmed, the beds need new soil to help build the beds back up and the monuments need to be pressure washed.

**TRASH & PEST CONTROL:** Nothing to report.

**PATROL:** Nothing to report.

**RAP NEWSLETTER:** Trustee Hampton reviewed the job duties for the Newsletter Trustee position. Trustee Hampton advised the RAP went out as scheduled and he is looking at increasing the advertising rates.

**NEW BUSINESS:**

**Electricity Contract –** The Board was presented with contract rates from several companies. After discussion and review the Board approved renewing the contract with Constellation for a 60 month term.

**Announcement of Decisions Made Between Board Meetings –** Ms. Esteban advised of following decisions that were made between Board meetings:

* January 10, 2023 the Board approved the minutes of the meeting held December 13, 2022.
* January 31, 2023 the Board approved the estimate from Houston Proud Landscaping to trim 13 crape myrtles at a cost of $850.00.
* February 15, 2023 the Board approved the estimate submitted by Pool Works to replaster the pool at a total cost of $52,000.00.
* The Board set the club membership fees for the 2023 season. The early bird rate was set at $300 for residents and $350 for non-residents. Regular rate is $350 for residents and $425 for non-residents.

**Collection Enforcement Actions** – The Board approved moving forward with collection efforts up to and including foreclosure on Account #2570215009.

**Other Business –** Ms. Esteban advised the Board that she had received a 30 day notice of termination from the landscape company. The Board and Crest will both solicit contract proposals.

**EXECUTIVE SESSION SUMMARY**

* The Board reviewed the collection status report dated February 10, 2023.
* The Board reviewed the inspection report dated February 2, 2023.

**NEXT MEETING**

The next regular meeting will be held Tuesday, March 21, 2023 at 6:00 p.m.

**ADJOURNMENT**

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 7:15 p.m.

**APPROVED:**

**Date Syed Zaidi - President**