MINUTES

Board of Directors Meeting

901 Longmire #68

Conroe Tx 77305

9/7/2020 5:30PM

1. OPENING STATEMENTS

RE: MEETING WITHOUT NOTICE (BY-LAWS Sec 5.5 Emergency Declaration)

Due to social distancing constraints imposed by response to coronavirus, only the Bd of Directors attending. To be documented in the minutes, distributed via email and posted on Longwood web site.

1. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Minutes were approved and will be posted on Longwood Web Site

1. AGENDA

3.1 REPORTS FROM OFFICERS

# PRESIDENT:

DISTRIBUTION OF OFFICIAL LONGWOOD DOCUMENTS …Official Longwood Documents (7) were recorded with the Montgomery County Clerk, effective date was 8/24/2020. 50 copies of the revised Declarations were printed and bound for distribution. - Board of Directors will distribute the Official Documents in person, or via mail the week of September 7th.

PLAN FOR OCT OWNERS MEETING- Meeting will be held on Sunday, October 18th, on Lot 4,

At 4:00PM. Two agenda items:

ELECTION OF OFFICERS - Voting for officers will be available via email, absentee ballot, proxy, or in person.

2021 BUDGET – Submit 2021 budget. – includes a $50.00 increase for gate repairs. Voting for the budget will be available via email, absentee ballot, proxy, or in person.

RESALE CERTIFICATE – Board will prepare a standardized, fill in the blanks, resale certificate for owners and sellers .

TREASURER - REPORT ON BUDGET AND EXPENSES - expenses more than expected, 2020 budgeted expenses were very close to revenues. Budget for 2021 reflects need for a slight increase in the maintenance fee of $50, new fee effective Jan 1, 2021.

VICE PRESIDENT – recommended additional references to track annual expenditures. Treasurer agreed to provide recommended report.

PROPERTY MANAGER

Removed dead tree on adjacent lot –

Repaired and modified drainage easement

Repaired damage to gate by WM truck $750

Hinges on the exit gate failed. New hinges $300.00 Welding $450.00

Hurricane – power failure – gate controllers failed to operate

Exit gate controller replaced, entry gate repaired $ 4545.00 -

Entry gate due for replacement

Street lighting repaired with photo electric cells.

SECRETARY - previous minutes

1. OLD/UNFINISHED BUSINESS – None
2. NEW BUSINESS None
3. CLOSE