**Minutes Longwood Owners’ Association, Inc.**

# Annual Meeting, October 21, 2021

Carriage Inn – 7:00p.m.

1. Meeting was called to order 7:10PM by the chair, David Frame, Pres.

Quorum was established.

Introduced the owners – thanked all for being present and for their interest in Longwood and the community.

1. Chair recognizes remaining Board Members and duties

Cheryl Stark Jack Gunion

Patricia Quinlan Becky Muse

HOA Business – More complexity and time required every year. HOA rules constantly changing. Legal questions arise frequently.

### HOAs governed by Texas PL209 and Open Meetings Act – HOAs must have web site – Minutes and financials must be posted – Timely notifications required. Rules and policies must be consistent with PL209. Must be transparent and fair with all owners.

COVID Protocols – makes conducting HOA business more difficult. Many seniors and those at risk elect to avoid meetings – must be inclusive. Reason for email voting and virtual meetings.

1. The Election Of Two Board Members

Chair recognized Becky Muse

Two expiring terms this year.

Nominating committee: Thanks to Carl Adams and Paul Harbison

Vote Count – Becky Muse and Irma Russel conducted vote count

1. Treasurer Report -

Chair recognized Cheryl Stark

Report on 2021 Actuals - Posted on web site

Report on proposed 2022 Budget –

2. Report on vote for Directors - Becky Muse

Report back on ballot count

New directors effective 2022

Tyler Avenell

Cheryl Stark

Proposed Maintenance fee increase to $700 ….Passed

1. Property Manager Report - Issues and Actions –David Frame

2021 Maintenance –

Street Cleaning Thanks to John and Irma Russel for recent street and guard house cleaning

Major Freeze Damage – 17 Homes and Guardhouse

Lessons Learned – water off, drain all systems

Groundskeeper– Weekly mowing, cleaning, watering

Landscaping – Front Wall and Entrance Plants

Routine Maintenance -Sprinklers, 40 lighting fixtures, streets and drains

Gate replacement– 2 new gate controllers

Going to Small claims court to recover loss from gate controller damage

Entry Code Box replacement completed

Security –– Access codes and personal responsibilities

New Security Monitor in guard house

Mail – service issues continue – protect valuable materials

Deliveries – Amazon USPS others - use contractor codes

New Street Signs for delivery personnel and visitors

2022 Maintenance

Perimeter Fence Repairs to Front – Estimates for brickwork provided by Dave Hopkins – under review

Curb repairs

Water access for 2 cul-de-sacs

School Property – Look into Noise Barrier

Property Values - 4 properties sold in 2021

Minimal days on market - high demand for Longwood property

There is a wait list

Values are very competitive with nearby properties

Shows collective effort by all to keep properties in good condition

1. ACC - REPORT –

Construction – Lot 28 being cleared, may build

Appointments for 2022

Amber Adams and Michelle Marano have agreed to serve on ACC in 2022

1. Old Business - None
2. NEW BUSINESS

2021 Legislature –

New laws - Constant updates and revisions to HOA property laws, Texas Business Code, and Open Meetings Notification requirements. Longwood’s Declarations will have to match new codes.

Communication Notifications Via E-Mail and Web Site are acceptable means of communicating to owners, regular mail only required for return receipt business

**E-Mail** is the ***primary method of communication*** for Longwood

Owners should notify HOA of address changes

**Longwood Website** - contains all legally required information

[LongwoodinConroe.com](file:///C:\Users\David%20Frame\Downloads\LongwoodinConroe.com)

  X-Mas Decoration Day

UP 10:00am NOV 20, 2021

DOWN 10:00am JAN 8, 2022

1. Adjourn

Motion to adjourn passed at 7:50pm