

Baldwin Square Homeowners Association, Inc.

Annual Meeting Minutes

November 12, 2003

MINUTES

The Baldwin Square Homeowners Association, Inc. held their Annual Meeting of Members on November 12, 2003. The meeting was held in the Houston Community College Central in Room 151.

After establishing a quorum of homeowners, Roger Neal, President called the meeting to order at 7:02 p.m. Mr. Neal introduced Scott Rose, Secretary/Treasurer, Bill Kellar, Vice President and Windy Collins and Katie Schlett of Principal Management Group. Mr. Neal announced that two positions were expiring on the board - Mr. Kellar's and his own. Mr. Kellar had chosen not to be a candidate for another term.

Minutes

With appropriate motions made, the 2002 Annual Meeting minutes were approved.

Election

Mr. Neal introduced Mr. Noah Shapiro and Mr. Bill Crawford and himself who were three volunteers running for the two positions on the Board. Mr. Neal explained the roles and responsibilities of a Board member and asked for any nominations from the floor. There were no nominations from the floor. Mr. Shapiro, Mr. Crawford and Mr. Neal spoke to the homeowners about their backgrounds and willingness to serve on the Board. The homeowners marked their ballots and Principal Management Group collected the ballots for tallying.

Financial Report

Windy Collins, Association Manager, reviewed the Year-end Financials of December 2002 to the homeowners. Mr. Neal then presented a PowerPoint presentation to the homeowners consisting of graphs of the expenses of the Association. Mr. Neal forecasted that to the end of 2003 with the budget surplus that the Association would be ahead with a surplus of \$8,000 - \$10,000. This was roughly the same amount that was rolled over from 2002. Mr. Neal explained that the Midtown Residential Improvement Association (MRIA) was the largest expense and had increased by the maximum amount of 10%. The other major expense of the Association that was noted was the frequent repair of the gates due to aging. Mr. Neal then brought to the attention of the homeowners that the expense of the phones at the gates had significantly savings due to the switching of phone companies. The Board instituted strong expense control procedures with the landscaping, trash, and water bills. With the close monitoring of these items they were able to keep costs within the budgeted amounts.

Budget Review

Mr. Neal explained that with strong expenditure controls in place with the landscaping, trash, and water, the Association was well within their budget for 2004. Mr. Neal then explained that vigilant collection efforts on the annual Association dues, including the late and delinquent fees has resulted in the Association having no delinquent accounts for the 2003 year (a first)! With the funds in order, an aggressive bidding was put out and accepted for the repainting of several fences within the community. Over half of the fences have been repainted with continued hopes of completing the job in 2004. Additionally, an account was set up for major repairs and disaster funding for the Association if an emergency were to occur. With all that said, with the expected 8-10% increase from MRIA fees again in 2004, an expected increase in landscaping costs (due to contract renewal), a slight increase to PMG and a trash increase (already in place), the Board determined an increase of 5% would be necessary to keep the community running smoothly.

Accomplishments

Mr. Neal proceeded to explain some of the accomplishments completed by the board in 2003. First, Baldwin Square has been transitioned to complete homeowner control. Mr. Neal then explained that a new website had been designed, developed, and maintained by Mr. Rose for the benefit of the community with up-to-date information for the homeowners. The website address is as follows: www.baldwinsquare.org. In addition, a program for the gate access codes was in progress for the updating and changing of the codes to improve the security of the community. Successful representation to the city has downsized the numbers of speeding vehicles and the relocation of homeless people. The continued iron fence repainting program was underway to improve the appearance of the Association as well as the addition of newly landscaped areas.

Goals in 2004

Some of the goals the Board hopes to focus on is getting committees established, continuing the repainting program, start a preventative maintenance program for the iron gates, increase the presence of Baldwin Square residents in MRIA, continued website enhancements, investigate merging and combining with other Associations as well as investigating the possible removal of the flop house on Crawford Street.

Resident Forum

- Homeowners expressed concerns for the water meters that were connected and crossed with other homes instead of being attached to their homes.
- The increase of the MRIA was brought up again and the homeowners were informed that there are currently two homeowners living within Baldwin Square that held positions on the Board of MRIA.
- Mr. Crawford expressed concern for the increase in the insurance for the community and Ms. Collins and Mrs. Schlett informed Mr. Crawford that the increase had not only been increased with Baldwin Square but had increased with all Associations.
- Security was discussed and recommendations from the Board was to always call the HPD non-emergency number when suspicious activity of any kind is noticed.

It was explained to the residents present that HPD presence will only be increased with an increase of reports so its imperative that all incidents be reported and all suspicious persons or activity be reported as well. No personal information is required for these calls.

Election Results

Principal Management Group announced that Mr. Bill Crawford and Mr. Roger Neal were elected to the Board of Directors for two year terms.

Adjourn

With there being no further business to discuss, the meeting adjourned at 8:20 p.m.

Date