

## **Baldwin Square Homeowners Association, Inc.**

### **Minutes of a Regular Meeting of the Board of Directors on August 19, 2020 at 4:00 p.m.**

The Baldwin Square Homeowners Association, Inc., held a Regular Meeting of its Board of Directors at The Crime Stoppers Building located at 3001 Main St., Houston, Texas 77002.

Attending Members of the Board: Lisa Romero, President  
Kelly Reynolds, Vice President  
Viet Nguyen, Secretary/Treasurer

Attending Member of Management: Sonya Bradley, CMCA, AMS, PCAM, Community Association  
Manager, Midtown Management Corporation

### **Quorum and Call to Order**

Lisa Romero established a quorum and called the meeting to order at 4:10 p.m.

### **Agenda**

The Agenda was approved as presented.

### **Homeowners Present**

None

### **Minutes**

The Board reviewed the minutes from July 15, 2020. The minutes were approved as written and will be sent to Dianne Reece to post on the Baldwin Square website.

### **Committees**

No committee members were present at the meeting or gave reports to Management in advance. Sonya will contact the landscape committee to request that they do a walk through of the community when time permits in order to give the Board an overall assessment of the community and what areas should be considered to be improved if the 2021 budget allows a larger expenditure like this. The Board would also like a landscape committee representative to attend the September meeting to discuss any concerns noted since September will be the beginning of the budget preparation.

### **Financials**

Sonya gave the financial report for July 31, 2020 and the overage report. Sonya explained the variances and there were no questions on the financials. In the month of July, the operating expenses were under budget by \$210.27. Year-to-Date expenses are over budget \$2,986.50 which is mostly in the residential Water & Sewer category. Lisa will make a graph of the 2020 trending water usage from the water chart that is kept up and maintained by Management each month and send via email. As of the end of July, all 2020 homeowner assessments have been collected in full leaving only late interest, collection fees and deed restriction violation charges owed.

**Management Report**

The Board reviewed the Deed Restriction Violation Report. No Board action was required.

**Old/New Business**

- ACC applications approved – 2912 Jackson St. install landscape pavers. 2923 Caroline St. – roof replacement.
- Management will email Gene Basler with Bartlett Tree Experts to get an estimated budget number for the tree trimming he is recommending for 2021.
- Sonya will email Miguel with Houston Area Landscape to let us know after the next irrigation inspection if there are any areas not working due to the City of Houston construction. Sonya will send an email to the Anita II, Anita III and Baldwin Court owners asking them to report any dry areas or areas that may not be getting watered in the event the irrigation meter misses being turned back on by the City of Houston who has been doing several shut downs due to the construction work along Crawford St.
- Reserve Contribution – Sonya will pull the history of the reserve contributions for prior years and send to the Board to review.

**Adjournment**

There being no further business, the meeting was adjourned at 5:47 p.m. The next meeting is scheduled for Wednesday, September 16, 2020.

  
\_\_\_\_\_  
Viet Nguyen, Secretary/Treasurer

9/16/2020  
\_\_\_\_\_  
Date