

Baldwin Square Homeowners Association, Inc.

Minutes of a Regular Meeting of the Board of Directors on January 15, 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
Viet Nguyen, Secretary/Treasurer

Absent Member of the Board: Kelly Reynolds, Vice President

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 4:28 p.m. The meeting had a later start time due to a meeting with Gene Basler with Bartlett Tree Experts immediately before the Board meeting in order to walk the community and discuss tree trimming which we are in the process of obtaining bids for.

Guests

Gene Basler, with Bartlett Tree Experts gave a short overview of a tree inventory/management plan for Baldwin Square that would be beneficial to the Board and Management in order to keep up with the tree maintenance. The software licensing could be shared once the plan is implemented making it easier in the future to identify trees and keep up with the maintenance of them. Gene will send Management more information on this in addition to the cost to be shared with the Board for their consideration.

Agenda

The Agenda was approved as presented.

Homeowners Present

Pete Richard, representing the Landscape Committee

Minutes

The Board reviewed the minutes from December 18, 2019 as presented. Lisa Romero made a motion to approve the minutes, Viet Nguyen seconded the motion and the motion carried. The minutes were approved and will be posted on the Baldwin Square website.

Committees

Security Committee: Eric Botts submitted a crime report he prepared for the Board to review prior to the meeting since he could not attend the meeting. The Lexis Nexis Community Crime Report was for the period from 12/19/2019 through 1/15/2020. There were 3 incidents on the report consisting of a theft on 12/31/14 in the 2900 block of Austin, an Assault on 1/3/2020 in the 1400 block of Elgin and a Burglary of

a residence on 1/8/2020 in the 2700 block of La Branch. A review of the crime map indicates that the number of crimes reported during the reporting period to be lower than average. However, the severity of crimes to include armed robbery and assault is a worrying trend to be closely monitored. Those crimes tended to occur in high traffic areas. The construction activity in Midtown east of Main could be a factor in deterring criminal activity in the area. Homeowners are advised to follow HPD crime prevention recommendations that can be found on the HPD website at the following link.

https://www.houstontx.gov/police/keep_houston_safe/index.htm

Landscape Committee: Pete Richard attended representing the landscape committee. Pete was present for the meeting with Bartlett Tree Experts before the meeting to look at the trees in the common areas. Sonya will send Pete the landscape report Dianne Reece had prepared. Once all of the bids have been received for the tree trimming, copies of the bids will be shared with the committee for further review and input so they can make their recommendations to the Board. The bidders have been asked to prioritize the tree trimming work over a period of 3 years for budgeting purposes if all the tree work cannot be supported by the 2020 budget.

Financials

Sonya gave the financial report for December 31, 2019 and the overage report. Following the meeting Sonya will send the Board the expenses for December that were included in the Common Area expense which contributed the overage for December. The water chart was reviewed. Lisa inquired about the irrigation water meter at 2943 ½ Crawford St. that has been registering 0 usage for several months. Sonya noted that 2933 Crawford St., the irrigation water meter has been registering 0 usage since May 2018 despite calls Management has made to the City of Houston Water Department bringing this to their attention.

Management Report

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

Old/New Business

- ACC application: 2921 La Branch St. was approved to install artificial turf and pavers in front of home in addition to planting some shrubs.
- Reserve Study – Ad Hoc Committee – The Board is still working on getting a plan together on forming a Committee with some goals listed on what they will be wanting the Committee to help with in order to report back to the Board.
- Tree trimming bids – Management is still working on getting more bids for the tree trimming in the common areas. The Board would like Houston Tree Surgeon to provide a bid so Midtown Management will reach out to them for a bid and follow up on the bid from Trees Unlimited. The Board tabled the discussion on factoring in the tree trimming with the annual assessment calculations until a future Board meeting when this decision will be made.
- Reserve Fund CD – The Board approved to move the reserve funds from a Central Bank CD to Revere Bank on 1/23/20 when the CD matures in order to get a much higher APY. Midtown Management will make the necessary transactions to move the money.

Adjournment

There being no further business, the meeting was adjourned at 5:20 p.m. The next meeting is scheduled for February 19, 2020.



Viet Nguyen, Secretary/Treasurer

3/18/2020
Date

