

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

### **Minutes of a Regular Meeting of the Board of Directors on March 18, 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**

There was no meeting held on February 19, 2020 due to not establishing a quorum. Lisa Romero established a quorum and called the meeting to order at 4:05 p.m. for the March 18, 2020 Board of Directors meeting.

### **Agenda**

The Agenda was approved as presented.

### **Homeowners Present**

No homeowners were present

### **Minutes**

The Board reviewed the minutes from January 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.

### **Financials**

Sonya gave the financial report for February 29, 2020 and the overage report. There were no questions on the financials. Lisa made a motion to have Midtown Management Corporation waive any homeowner balance of \$35.00 or less, Viet seconded the motion and the motion carried. Sonya will check on the credit from the City of Houston Water Dept. for 2933 Crawford St. where there was a large leak that took several days to repair.

### **Management Report**

The Board reviewed the Deed Restriction Violation Report. Sonya will send a list of all homeowners who are at the Board Action level for algae on the homes to get a price to have these cleaned. The Board unanimously approved to then have Management send a final letter to these owners providing them with a

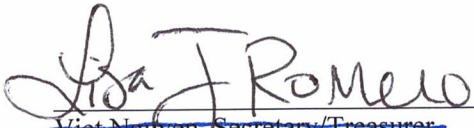
price on what it will cost for the Association to have the work done and bill their account. This is in lieu of sending the homeowner to the attorney which costs the owner a consider amount of money for the attorney to begin sending demand letters and ultimately pursue foreclosure if the owner does not comply. The letter will also include a non-liability disclaimer that the Association will not be responsible for any damage that may be caused when the contractor is providing the service. The Board has approved to follow this procedure for all algae violation in the future after the owner has been sent the required number of letters but has not complied.

**Old/New Business**

- ACC application: 2926 Jackson application for replacing the front door which had previously been approved via email was signed.
- Tree Bids – At the recommendation of the landscape committee, the Board approved the tree bid from Bartlett Tree Services to have all the trees through out the community trimmed in order to catch up from the last time a major tree trimming was done 5 years ago. This expense was budgeted and the cost will remain within budget. For future budgeting, Sonya will consult with Bartlett in order to get a reasonable amount for tree trimming in order to keep up with on an annual basis and costs down in order to reduce the impact of having to spend more money in one calendar year.
- The Board approved the iron fence painting and repair bid from G&G Steelworks who is honoring the quote from 2019 which will include the Crawford Court., Baldwin Square I and Anita St. Townhomes sections. This is a budgeted expense and costs will remain within budget.
- The Board signed new bank signature cards for BB&T and for the new Revere Bank CD that was opened in February due to receiving a much higher interest rate than the CD was earning at Central Bank.
- The Board signed the 2019 tax return that was completed by Joe Stoller, CPA.

**Adjournment**

There being no further business, the meeting was adjourned at 5:30 p.m. The next meeting is scheduled for Wednesday, April 15, 2020.

  
~~Viet Nguyen, Secretary/Treasurer~~  
 Lisa Romero, President

5/20/20  
 Date