

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

### **Minutes of a Regular Meeting of the Board of Directors on July 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  
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**

Kelly Reynolds established a quorum and called the meeting to order at 4:11 p.m.

### **Agenda**

The Agenda was approved as presented.

### **Homeowners Present**

None

### **Minutes**

The Board reviewed the minutes from June 17, 2020. The minutes were approved as written and will be sent to Dianne Reece to post on the Baldwin Square website.

### **Committees**

None

### **Financials**

Sonya gave the financial report for June 30, 2020 and the overage report. Sonya explained the variances and there were no questions on the financials. In the month of June, the operating expenses were under budget by \$11,255.96 primarily due to the iron fence painting/repairs being anticipated in June for the 2020 budget but the actual expense occurred in May due to the painting being done 1 month earlier than planned. Year to date expenses are over budget \$3,196.77. The residential Water & Sewer make up a large part of the yearly budget overage which could be as a result of more owners are staying home due to Covid-19 and a 3.5% increase in water fees in 2020. Collections for the 2020 assessments continue being closely monitored by Midtown Management and there is only 1 owner still at the attorney for collection proceedings at the end of June 2020. The Board would like accounting to remove two (2) late fees that are under \$35.00 which was the agreed upon amount set by the board earlier in the year.

### **Management Report**

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

**Old/New Business**

- ACC applications –2915 Austin was approved to replace all the windows.
- Lisa requested that the irrigation system be increased up to 4 days per week from the current schedule of 3 times/week due to the continued dry and hot temperatures and plants and grass being noticeably stressed. Sonya will reach out to Houston Area Landscape to have this change made effective immediately.
- The Water chart was reviewed and the only large variance was at 2919 Caroline for the residential usage which was considerably higher than prior months. However, this was the meter that had been damaged by the contractor working on the street and the water bill for April was considerably low. Management will continue to monitor and note the July usage before any further investigation is done.
- The Deed Restriction report was reviewed and there are no board action items at this time.
- Kelly Reynolds made a motion to not count the number of trees in the RoW by BSHA section in order to factor in when budgeting and setting the annual assessment rates. However, Kelly feels this expense should be shared evenly with all owners due to the large Live Oak trees and other trees in the RoW areas adding value to all the homes in Baldwin Square and the community regardless of where the trees are located. Viet Nguyen seconded the motion so the motion carried by unanimous vote.
- In order to consider upgrading the BSHA website to make it more interactive and updated, Management will contact someone to find out how an approximate cost to upgrade the website in 2021 so this can be budgeted for. Dianne Reece who maintains the BSHA website has expressed in the past how difficult the software is to make changes, etc.

**Adjournment**

There being no further business, the meeting was adjourned at 5:10 p.m. The next meeting is scheduled for Wednesday, August 19, 2020.

  
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Viet Nguyen, Secretary/Treasurer

8/19/2020  
Date