

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

### **Minutes of a Regular Meeting of the Board of Directors on January 20, 2021 at 4:00 p.m.**

The Baldwin Square Homeowners Association, Inc., held a Regular Meeting of its Board of Directors at Thien An Sandwiches located at 2611 San Jacinto St., Houston, Texas 77004.

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

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

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

Kelly Reynolds established a quorum and called the meeting to order at 4:20 p.m.

### **Agenda**

The Agenda was approved as presented.

### **Homeowners Present**

Viet Nguyen who resides in the Anita St. Townhome section invited his two neighbors from the Anita St. Townhomes to attend the meeting to discuss the electricity for the access gate that is tied to his home and has been since the gate was originally installed. Two representatives, Amy Pena was one of the two in attendance from Caroline Street Realty Inc. at the meeting and Nathan Fraserchanpong and Frances Quintin joined via conference call. Viet explained to the others that he is no longer willing to continue paying the cost for the gate electricity alone since this is in fact a shared expense. The HOA explained that since this gate was installed several years ago by the 3 homeowners at that time and was not included in the original building by Perry Homes, installing a new electrical meter would need to be shared among the 3 owners and not considered as a common expense for the HOA. The 3 owners agreed to give this more thought and decide at a later time amongst themselves the best way to proceed. In addition, Viet is proposing that the gate temporarily remain open until the decision is made so this too is being considered among the 3 of them. Both Viet and Amy, the Caroline Street Realty representative are both in favor of having a new meter installed. Nathan and Frances requested additional time to consider this and vote.

### **Minutes**

The Board reviewed the minutes from December 16, 2020. The minutes were approved as written and will be sent to Dianne Reece to post on the Baldwin Square website.

### **Board Organization**

Kelly Reynolds – President  
Dan Nelson – Vice President  
Viet Nguyen – Secretary/Treasurer

### **Financial Report**

Sonya gave the financial report for December 31, 2020. The Association was only slightly over budget for the year, ending the year \$904.13 over budget. The attorney status report was reviewed.

### Management Report

The Board reviewed the Deed Restriction Violation Report. There are 2 owners pending legal action due to their non-compliance with the letters they have been sent to correct violations at their home. The Board voted to have management turn one of the accounts over to the attorney at this time. The Board requested that Management seek legal advice in regards to the 2<sup>nd</sup> owner pending legal action in order to find out if the association has the right to get a bid to have this needed work done and give this as an alternative to being referred to the attorney. If this is within the association's rights, management will obtain a price and a letter with the cost will be sent to the owner.

### Old/New Business

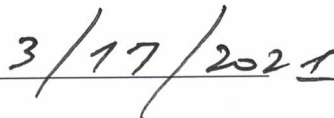
- ACC applications:
  - 2702 Crawford – Replacement of Front Door Exterior light (approved)
  - 2927 La Branch- Replacement of Front Door Exterior light (*previously approved via e-mail*)
- The Board signed a 5-year contract amendment with Texas Pride at a lower rate than the current contract. The rate for both trash/recycling service is \$14.80 per home per month.
- The Board approved to accept the proposal from Anne Ward to re-design the BSHA website at a cost of \$40.00 per hour. Anne estimates it will take approximately 10-15 hours to complete. Viet will be the Board liaison since Anne is a referral from Viet and he has extensive IT experience. Sonya will reach out to Dianne Reece to see if she will be willing to speak with Anne regarding some of the current website concerns and issues, she is having when trying to upload documents and make changes since the software is very outdated.
- The Board approved to move forward with having the Dennis St. Townhomes iron fencing painted as soon as the weather improves in the next month or so since this section had been delayed from starting when the 2020 painting was done. Primarily having to do with the pending construction along Crawford St. The bid was from G&G Steelworks for \$1,850.00 which included some fencing repairs in addition to painting and replacing any missing and/or broken finials. Management will just first confirm if G&G will honor the same price as the bid several months ago and schedule accordingly.
- Kelly would like to do a small test area for planting some type of ground cover and solicit involvement with other owners in order to save on the installation and be able to plant larger areas for less money than the prior Asian Jasmine Right of Way jobs have costs. If this test area is successful, then consideration will be given to do larger areas. Kelly has already spoken to Buchanan's Nursery in the Heights for different ground cover ideas. Dan objected to having owners embark on this type of project; Viet is in agreement to having a test area done and Kelly is also in agreement. Kelly will get a cost and send out to all the Board and Management before they proceed.
- Sonya presented bids for replacing the backflow preventer cages that are in very bad condition due to age and rusting badly. There were 3 bids obtained. Sonya is just waiting on a revised bid from Superlative Service who only bid on replacing 3 cages versus 7 and will also confirm the type of cages G&G and Houston Area Landscape are proposing to use. Superlative Service is recommending a different type of cage that should last longer and be more resistant to rusting.
- The Board reviewed the fee sheets from 3 law firms who all specialize in Real Estate, particularly in homeowner associations due to some recent delays in getting communications back from the current law firm the Association uses. Both Dan and Kelly voted to approve the proposal from

Sears, Bennett & Gerdes (SBG). Viet did not vote. Sonya will contact Terry Sears with SBG to get a letter of engagement for the Board to review and sign in order for the law firm to be able to represent the Association in future legal matters.

**Next Meeting and Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:25 p.m. The next meeting is scheduled for February 17, 2021.

  
Secretary

  
Date

