

**Townhouse Manor Fund, Inc.**  
**Special Meeting of the Members and Board of Trustees**  
November 14, 2017  
**MINUTES**

A Special Meeting of the Members of Townhouse Manor Fund, Inc.( hereinafter "THM"), along with a Meeting of the Board of Trustees was called to order by President Mike Lewter at 6:30 PM,. The Special THM member meeting was called to vote on amendments to THM By-Laws as described below. A quorum of THM members necessary for purposes of voting on and passing Amendments to THM By-Laws was established by member attendance along with absentee and proxy ballots. Trustees present were Mike Lewter, Larry Maun, Rowena Roche, and Lois Hamblin, establishing a Board quorum for voting on any Board business to come before the meeting.. Mike welcomed all THM residents who were also present.

THM Special Member Meeting

**Review of and Voting on Proposed Amendment Revisions to Article VII of THM By-Laws**

Mike reviewed the proposed By-Law amendments to Article II, Section 2: Annual Meeting and Article III, Section 2: Trustee Term and Term Limit, a copy of which is attached. The election judges, Wendy Jordan and George Milz, counted ballots submitted at the meeting, as well as absentee and proxy ballots.. A total of 118 Members voted, either in person or by proxy or written ballot . All 118 members voting, which constituted in excess of a majority of THM members, voted in favor of the amendments. There were no votes against the proposed amendments. As a majority of the Members of THM approved the amendments, pursuant to Article VII of the By-Laws the amendments passed and are adopted.

THM Board of Trustees' Meeting

**Minutes**

The minutes of the April 25,2017 Board Meeting were submitted by Lois and approved by the Board.

**Treasurer's Report**

Larry Maun presented the 2017 through October Financials, which are attached.

**Committee Reports**

- Landscape: Lois presented an update on landscape activities in THM common areas. Report is attached.
- Deed Restrictions: Mike presented this report due to David's absence
- Pool: Rowena reported that the pool and cabana continue to receive daily attention, by the contracted provider as well as the volunteer resident Pool Committee.
- Architectural Review: Mike
- Social: Rowena reported that the annual Holiday Party will be held on December 10<sup>th</sup> at 4020 Breakwood.
- Utilities: Mike reported that the Woodshire 1CIP project will begin after Thanksgiving and is expected to be completed early 2019. Woodshire 2 project, which includes Mischire St and our THM community, will begin mid-2019.

**Community Manager's Report - Cindy Domenici**

Cindy's report is attached. Items include: Hurricane Harvey Flood -15 homes reported flooding, AT&T hole covers have been replaced, our trash pickup vendor removed most of the THM flood debris; the Stonehouse entrance flag pole will be replaced; the condition of properties around Townhouse Manor, Bassoon courtyard flooding and dangerous sidewalks.

**Homeowner Forum**

**Old Business:** None

**New Business:**

Diann Lewter has spoken to Donald Perkins, our councilman's chief of staff and goto person, regarding cleanup of the neighborhood areas around Townhouse Manor and on Stella Link. This includes removing the pile of dirt under the 610 freeway by the railroad tracks. Mr. Perkins is working on the problem.

Mike Lewter reported on the flooding problems in the Bassoon courtyard and the proposed remedy approved by the Board. New drainage will be installed at a cost of about \$6000.00.

Mike Lewter reported that THM sidewalks will be replaced in 2019 when Townhouse Manor's streets are replaced under the CIP program. At Mike Lewter's request Donald Perkins has been asked to work with the City to come up with a temporary remedy to correct the worst problem areas.

There being no further business or discussion for either meeting, the meetings were adjourned.

Respectfully submitted,

Lois Hamblin, Secretary

**The Annual Meeting will be held at a time and place during January 2018 as determined by the Board of Trustees.**