

**Townhouse Manor Fund, Inc.**  
**MINUTES OF THE 2016 ANNUAL MEETING**  
January 28, 2016 7:00 pm

The Annual Meeting of the Board of Trustees, (the "Board") of Townhouse Manor Fund, Inc. (THM), A Texas Corporation, was held on January 28, 2016 at Bethany Methodist Church, 3511 Linkwood Drive, Houston, TX 77025.

**Call to Order & Establishment of a Quorum**

Mike Lewter, President, called the meeting to order and welcomed everyone to the meeting. Lawrence Maun, Secretary, recorded the minutes.

All current Board members were present establishing a Board quorum. It was announced by Cindy Domenici that the Election Judges, Joannetta Fields van Rijn and Jorge Milz, had determined that the combination of member present, absentee ballots and proxies, a quorum of Members was established for the Annual Meeting.

**Review of Agenda**

Mike Lewter reviewed the published agenda for this annual meeting.

**Approval of 2015 Annual Meeting Minutes**

Upon a Motion made and Seconded the members present approved the minutes of the 2015 Annual Meeting, which had been previously distributed.

**Introduction of the 2016-2017 Trustee Candidates**

Mike Lewter introduced Rowena Roche, Natalya Entchev, Larry Maun and himself as candidates for the 2016 Board, each of whom gave a short presentation of their background and reason for running for the Board. David Reed, the fifth candidate for the Board was unable to be present. Mike Lewter provided a summary of David's background and his reasons for running for the Board, which had been provided by David.

**Treasurer's Report of 12/31/2015 Year End finance Report**

Mike Lewter, as acting Treasurer, gave this report. Attached to these minutes is a copy of the report. Motion made Seconded and passed unanimously by the Board that the Treasurer's report be approved and accepted by the Board.

## **Presentation of 2016 Townhouse Manor Fund, Inc. Budget**

Mike Lewter reviewed the 2016 proposed 2016 Operating Budget for Townhouse Manor, a copy of which is attached to these minutes. Motion made Seconded and passed unanimously by the Board that the 2016 Operating Budget be adopted.

## **Introduction of Cindy Domenici as the New Resident Property Manger and her Report**

Mike Lewter introduced Cindy Domenici as the new Townhouse Manor resident manager. Cindy stated she was truly honored to be the on site manager of THM. The name of her management company is Domenici Management, LLC. Cindy discussed the difficulty of transition to her management of the property from CMC management of the property and the difficulty of transferring the vendor accounts back to THM management. Cindy discussed the development of the homeowner contact list and stated there are only 9 homeowners for which no email addresses are available. Cindy stated that there are two bulletin boards at the pool where information important to residents will be posted. The THM web site is being worked on. The internet address will be [www.townhousemanor.org](http://www.townhousemanor.org). All information on the bulletin boards will be posted on the web site including meeting minutes, pool rules, rules and regulations of THM as approved by the Board and other information thought important to the residents of THM. The Directory is being updated and labels will be provided to those residents having a directory to be pasted in the directory as updates.

Cindy reported on the Centerpoint Energy electrical updates currently in progress, which will result in some temporary power cutoffs.. Persons requiring continuous electricity during these updates should contact Centerpoint directly to arrange for no power cut off.

The pool gates are being rekeyed. Keys are available for a \$10.00 refundable deposit. A lost key will be replaced upon payment of a non-refundable fee of \$50.00. Blue forms should be filled out and new keys will be issued. The pool gate locks will be changed February 29, 2016. The Meyers were issued key #1. The keys will be issued to owners, and it is the owners responsibility to provide the key to their rental tenants if applicable.

## **President Mike Lewter's 2015 In Review Report**

Mike Lewter gave his President's Report of the activities of the Board of Trustees during the year 2015. A copy of that report is attached to these minutes.

## **Homeowners' Open Forum**

Discussion of whether THM is in flood zone. Mike Lewter stated the flood maps had been redone and THM is in a flood zone. Individual residents can have their property surveyed to

determine if their property elevation is high enough to reduce insurance rates.  
Discussion of sanitary sewers, which were replaced recently. When the streets and alleys are replaced in 2017 the sanitary sewers will not be replaced.

Discussion of current work by Centerpoint Energy. They are replacing main electric trunk lines and transformers where the electric service is underground.

### **Announcement of Election of New Trustees**

The election judges, though Cindy Domenici, announced that the following were elected Trustees of Townhouse Manor Fund, Inc. to serve through the 2017 annual meeting.

Natalya Entchev  
Mike Lewter  
Lawrence Maun  
David Reed  
Rowena Roche

### **Adjournment**

There being no further business to come before the Board, the meeting was adjourned at approximately 8:40 p.m..

Respectfully submitted,

/s/ Rowena Roche

Rowena Roche  
Secretary of 2016 Board of Trustees

**TOWNHOUSE MANOR FUND, INC.**  
**2016 Annual Meeting**  
**January 28, 2016**  
**Bethany Methodist Church; 3511 Linkwood Drive; Houston, TX 77025**

**AGENDA**

<u>Schedule</u>	<u>Discussion</u>
6:30-7:00	<b>Arrive, Sign In and Receive Ballot</b>
7:00-7:05	<b>Establishment of Board &amp; Members Quorums-Call to Order</b>
7:05-7:10	<b>Review Agenda</b>
7:10-7:15	<b>Approval of Minutes</b> – Approval by the Members of the Minutes of the January 22, 2015 Annual Meeting, which were previously distributed.
7:15-7:30	<b>Introduction of 2016-2017 Trustee Candidates</b>
7:30-7:45	<b>Board of Trustees Election</b>
7:45-8:00	<b>Treasurer’s Report</b> <ul style="list-style-type: none"><li>• Board Approval of the 12.31.15 Treasurer’s Report, as previously distributed.</li><li>• Members approval of the 2016 Operating Budget, as previously distributed.</li></ul>
8:00-8:15	<b>President’s Report</b>
8:15-8:30	<b>Property Manager’s Report</b>
8:30-8:55	<b>Homeowner’s Open Forum</b>
8:55-9:00	<b>Announce Results of 2016-2017 Trustee Election</b>
<b>Target 9:00</b>	<b>Adjourn</b>

**The next THM Board of Director’s Meeting will be held at a time and place to be determined by the newly elected Board of Trustees.**

# TOWNHOUSE MANOR FUND, INC.

## 12.31.15 Year-End Finance Report

By: M.Lewter

Date: 1.12.16

Following is the Finance Report for our 12.31.15 unaudited Financial Statements:

### **BALANCE SHEET**

Assets: We end 2016 with \$57,545 in Total Assets, including \$55,545 in cash. Note that the \$46,238 in Retained Earnings was the beginning amount of total Reserves, and the \$11,308 in Current Income is our Net Income (Total Income less Total Expenses) for the year before the budgeted \$4,404 contribution to Reserves. This means our Total Expenses were \$6,904 under budget for the year.

Liabilities: There is nothing to note except one 2016 Assessment of \$603 that was prepaid. It is carried on the Balance Sheet as an Asset in Cash and a Liability in Current Income.

### **STATEMENT OF CASH FLOW**

All is fine, with nothing significant to report.

### **STATEMENT OF OPERATIONS VARIANCE (P&L)**

INCOME: As noted in previous months, one assessment (4024 Breakwood) was not collected. Offsetting that in the Financials is the one prepaid 2016 Assessment. Total Income is \$2,394 under budget, due mainly to less Late Charges & Transfer Fees (miscoded to Other), and a timing issue with Trash Sponsorship. Overall, Income was close to budget.

### **OPERATING EXPENSES**

Maintenance & Repairs: Expenses in this category are \$10,416 below budget, with \$8,100 attributable to Carports/Driveways/Sidewalks (Concrete) & Fences. Other categories are up & down, but note that Trees was still \$2,740 under budget even with the Class 2 trimming.

Contract Services: The higher monthly landscape cost and lower pool maintenance offset, so the \$1,990 overage in this Account is due to a timing issue with the Trash Contract (One additional month).

Insurance: This \$1,851 overage was predicted and is the result of adding dramatically more insurance coverage than in prior years.

G&A: This account was \$604 under budget, with up & down in various categories.

Utilities: This account was \$1,125 under budget.

Taxes: This account was \$203 under budget, and is now an insignificant part of our budget due to the prior board both confirming our tax-exempt status and properly reporting our tax status to the county.

Overall, Operating Expenses are \$6,904 under budget for the year, after the \$4,404 budgeted contribution to Reserves.

### **CAPITAL EXPENSES**

Nothing was spent from the Reserve Fund this year, so as noted the year-end Reserves' balance is \$57,545, including \$55,545 in cash. This is up \$11,308 from the previous year.

# TOWNHOUSE MANOR FUND, INC.

## 2016 Townhouse Manor Fund, Inc. Budget Report

By: M.Lewter

Date: 1.19.16

A summary of the proposed 2016 THM Operating and Capital Reserves Budget follows:

### OPERATING BUDGET

#### OVERVIEW:

- Operating expenses in 2015 were \$6,301 less than projected, which resulted in a contribution to reserves of \$11,308 vs. the projected \$4,404. This is mainly the result of no concrete or fencing expenditures, which were budgeted as operating expenses, rather than capital. There was no need for major fencing expenses, and the board decided to hold on major concrete expenses in order to preserve our reserves.
- In 2016, operating expenses, before reserves contribution, are projected \$5,606 higher than in 2015, resulting in a projected 2016 contribution to reserves of \$7,224.

INCOME: Total income in 2016 is essentially the same as in 2015:

- Assessments: Homeowner assessments are tied to the CPI-Houston, which did not increase, so 2016 assessments remain the same.
- Interest & Late Charges: These amounts have been minimal & are budgeted as such.
- Lawn Maintenance: This is the reimbursement from owners of undeveloped lots to THM for mowing. The cost basis was clarified last year by obtaining a competitive quotation from our lawn services company, which should remove any disagreements about the cost method.
- Transfer Fees: THM's administrative fee, levied when a home is sold, was increased to \$150 from \$100 late last year. Nine sales are assumed in the 2016 budget.
- Trash Sponsorship: This \$12,012 is the amount the City of Houston reimburses THM to offset the \$13,170 we will pay for private trash service, resulting in a net expense for THM of \$1,158.

REPAIRS & MAINTENANCE: This category total is dramatically lower than in 2015, but the major difference is the result of reclassifying Carport/Drives (Concrete), Fences & Pool Furniture as capital improvements.

- 2015's Electrical, Plumbing, Porter & Supplies accounts are now incorporated into the categories in which they occur – pool maintenance, common area lighting, etc.
- Professional Services: This account was eliminated for 2016, since previously used only for the Reserve Study.
- Irrigation: This is a combination of the previous Irrigation & Sprinkler categories. During 2015, we began to use vendors rather than homeowners for sprinkler system repairs. Since significant ongoing maintenance is anticipated in 2016, we have increased the budget by (+/-) 80% above the 2015 actual cost.
- Keys & Locks: This budget is for the pool rekeying, which will dramatically improve security inside the cabana area.
- Lighting-Common Area: This budget includes the cost of anticipated maintenance on common area lights, including electrical and plumbing.
- Misc.: No budget included here.
- Pool Repair & Supplies: This is the anticipated cost for maintaining the pool area, including minor repairs to pool & deck, electrical & plumbing repairs, and periodic power washing. It is less than 2015, since major repairs to deck and fencing will now be classified as capital improvements.

## TOWNHOUSE MANOR FUND, INC.

- Trees: The Class 2 tree trimming in 2015 has eliminated the need for another major trimming until perhaps 2018. Even with the annual trimming of crepe myrtles and similar trees, the 2016 budget is \$6,734 less than 2015 actual cost.

CONTRACT SERVICES: We began the year with an unreliable/unresponsive lawn service vendor and an unresponsive pool service vendor. Through CMC, we identified competent lawn and pool service companies. The combined cost of the two is somewhat higher, but the cost is justified by the scope and level of service.

- Landscape: While the current vendor is more expensive than the previous one, they provide significantly more services (shrub trimming and alley maintenance) and are immeasurably more reliable and responsive. Even though they anticipate no increase in fees during 2016, we have allowed for a slight increase.
- Pool Maintenance: This vendor is less expensive than the previous one, but is also more reliable & responsive. Again, although the vendor anticipates no increase, a modest increase has been budgeted.
- Trash: Our trash hauler has done a good job overall, and we have again included a modest increase.

INSURANCE: Through CMC, our insurance was rewritten through the broker Brady Chapman Holland, using CMC's combined group rates. For a modest increase in premiums, our coverage was dramatically increased, both for liability and property coverage. With the move away from CMC, BCH has now included us in their "independent associations" group. Our year-on-year premiums will be approximately 10% higher, but with 2015 premium credits our net cost in 2016 will be lower.

- Commercial Package – Includes General Liability, Property & Equipment Breakdown coverage: Limits are - G/L \$1 million; Property; Cabana \$100,000; Personal \$5,000; and All Other Property \$250,000.
- Excess Liability: This limit is \$10 million, and extends our coverage beyond the limits of our basic liability policies, as well as our D&O policy.
- Crime: A \$200,000 limit covers losses due to forgery & alteration of covered instruments, including checks, drafts, promissory notes or similar written promises. It also covers computer fraud and wire transfer fraud, endorsed to cover board members, volunteers, committee members & the property manager.
- Directors & Officers: Provides \$1 million limit, and includes a "tail" provision.
- Workers' Compensation: Even though we currently have no employees, this cost of this coverage is minimal and should be in place.

GENERAL & ADMINISTRATIVE: This category has increased dramatically, mainly in management fee, communications, meetings & postage. However, the change from CMC was essential, and the other expenses are generally in support of an effort to better communicate with homeowners & residents, and to encourage more participation by them.

- Accounting/Audits: Preparation & filing of THM's federal tax return.
- Bank Charges: Assumed minimal.
- Communications: This new account includes written communications plus developing and maintaining a THM website. It can be adjusted in 2017, based on experience.
- Community Functions: Assumes one community party during the year.
- Dues/Memberships: Includes the cost for CAI membership, plus a budget for some educational seminars.

## TOWNHOUSE MANOR FUND, INC.

- Legal: Covers legal costs for nominal written communications, including demand letters, etc. If significant legal action is required, the cost would come from THM reserves.
- Management Fee: This fee is \$350 per month above CMC, but the change was absolutely necessary.
- Meeting Expense: A minimal charge was allowed each month for THM meetings, which are anticipated as being held in a public or commercial facility during 2016.
- Office Supplies/Printing: Similar to 2015 expenses.
- Postage: Slightly more than actual cost in 2015.
- Permits: A minimal cost for the City of Houston pool permit.

UTILITIES: This category is budgeted to be slightly above 2015 actual cost, which was below the budget due to timing:

- Electricity: Budgeted approximately same as 2015 Budget.
- Electricity-Resident Reimburse: No change
- Gas: Allowed for 10% increase
- Water & Sewer: Same as 2015 actual
- Telephone: Up \$100

TAXES: This category is insignificant, due to the efforts of the prior board and Scott Miller to register THM as a tax-exempt organization.

TOTAL OPERATING EXPENSES: The budgeted operating expenses total \$121,496, which results in \$7,224 available for a Reserve Allocation.

### **CAPITAL IMPROVEMENTS BUDGET**

Basis: As noted above, in 2016 we will begin budgeting the amount of "Net Income or Net Loss" (Income less Expenses) as the amount budgeted for addition/subtraction to our Capital Reserves. Expenses that are non-operating, including Concrete, Fencing, Pool Deck, Cabana Roof, Common Area Lighting Replacement, etc. will be budgeted as capital expenses rather than including them in the operating budget.

Current Capital Reserves: As shown on the Capital Reserves Summary portion of the budget (attached), we began 2016 with \$55,035 in Capital Reserves. While this may seem to be a substantial sum, it is in fact short of the amount needed in the future to maintain our common assets. We may be required to spend as much as \$20,000 of these funds during 2016 (see attached), which would leave a balance of \$42,000 at the end of the year.

Future Capital Reserves: The Reserve Study completed last year projects that necessary capital expenditures for the next ten years will total \$234,182, including approximately \$100,000 for replacement of common courtyard sidewalks. While this study is a work-in-progress, with year-to-year expenses changing, the overall expenses taken over time are very accurate. **A priority of the 2016-17 Board should certainly be to address this long-term shortfall and work with the community to obtain the required 2/3 majority to support some increase in assessments.**



TOWNHOUSE MANOR FUND, INC.  
2016 OPERATING BUDGET

2/8/2016

ACCOUNT	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>INCOME</b>													
ASSESSMENTS	\$111,695	\$603	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$112,298
DONATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0
FEES/COLLECTIONS	0	0	0	0	0	0	0	0	0	0	0	0	0
INTEREST	5	5	5	5	5	5	5	5	5	5	5	5	60
LATE CHARGES	60	60	60	60	60	60	60	60	60	60	60	60	720
LAWN MAINTENANCE	2,580	0	0	0	0	0	0	0	0	0	0	0	2,580
OTHER	0	0	0	0	0	0	0	0	0	0	0	0	0
TRANSFER FEE	150	0	150	0	150	150	150	150	0	150	0	0	1,050
TRASH SPONSORSHIP	1,001	1,001	1,001	1,001	1,001	1,001	1,001	1,001	1,001	1,001	1,001	1,001	12,012
<b>TOTAL INCOME</b>	115,491	1,669	1,216	1,066	1,216	1,216	1,216	1,216	1,066	1,216	1,066	1,066	128,720
<b>REPAIRS &amp; MAINTENANCE</b>													
IRRIGATION	410	410	410	410	410	410	410	410	410	410	410	410	4,920
KEYS & LOCKS	190	305	0	305	0	0	0	0	0	0	0	0	800
LIGHTING-COMMON AREA	85	85	85	85	85	85	85	85	85	85	85	85	1,020
MISC	0	0	0	0	0	0	0	0	0	0	0	0	0
POOL REPAIR & SUPPLY	292	292	292	520	520	520	520	520	520	292	292	292	4,872
TREES	0	1,500	0	0	0	1,000	0	0	0	1,000	0	0	3,500
<b>TOTAL REPAIRS &amp; MAINTENANCE</b>	977	2,592	787	1,320	1,015	2,015	1,015	1,015	1,015	1,787	787	787	15,112
<b>CONTRACT SERVICES</b>													
LANDSCAPE CONTRACT	2,775	2,775	2,775	2,775	2,775	2,858	2,858	2,858	2,858	2,858	2,858	2,858	33,581
POOL CONTRACT	465	465	615	465	465	465	465	465	615	465	465	465	5,880
TRASH CONTRACT	1,081	1,081	1,081	1,081	1,081	1,081	1,114	1,114	1,114	1,114	1,114	1,114	13,170
<b>TOTAL CONTRACT SERVICES</b>	4,321	4,321	4,471	4,321	4,321	4,404	4,437	4,437	4,587	4,437	4,437	4,437	52,631
<b>INSURANCE</b>													
COMMERCIAL PACKAGE	2,428	0	0	0	0	0	0	0	0	0	0	0	2,428
(G/L, PROPERTY)	-	-	-	-	-	-	-	-	-	-	-	-	-
EXCESS LIABILITY	1,212	0	0	0	0	0	0	0	0	0	0	0	1,212
CRIME	0	0	0	0	0	0	850	0	0	0	0	0	850
DIRECTORS & OFFICERS	0	0	0	0	0	0	2,500	0	0	0	0	0	2,500
WORKERS COMP	0	0	0	0	0	0	251	0	0	0	0	0	251
<b>TOTAL INSURANCE</b>	3,640	0	0	0	0	0	3,601	0	0	0	0	0	7,241
<b>GENERAL &amp; ADMINISTRATIVE</b>													
ACCOUNTING/AUDITS	0	0	500	0	0	0	0	0	0	0	0	0	500
BANK CHARGES	20	20	20	20	20	20	20	20	20	20	20	20	240
<b>COMMUNICATIONS, incl Website</b>	200	200	200	200	200	200	200	200	200	200	200	200	2,400
COMMUNITY FUNCTIONS	0	0	0	0	0	0	300	300	400	0	0	0	1,000





**TOWHOUSE MANOR FUND, INC.**  
**2015 In Review**

1. **Property Management:**
  - a. The prior board hired Creative Management Co. (CMC) -
    - i. It was the wrong company for THM's budget. The transition was very difficult and time-consuming for board members, and generally aggravating for homeowners.
    - ii. Poor service throughout the year, and manager performance was unacceptable from the beginning.
    - iii. CMC consistently failed to complete board directive initiatives.
    - iv. On the other hand, back-of- house services were good – including financials, insurance & identifying vendors.
  - b. We decided to move back to a qualified resident manager –
    - i. Cindy Domenici, a board member, agreed to serve as Resident Property Manager.
    - ii. Cindy has already taken a CAI course for property managers, in order to better prepare for her task.
    - iii. While Cindy's rate is higher than last year's budget, we are convinced an on-site property manager is preferable.
    - iv. Cindy has hit the ground running, and we are sure you will be pleased with the results!
2. **Communication:** Improving communication with homeowners was defined as our main objective for 2015.
  - a. The homeowner contact list was updated, including the THM email list, which saves time and expense.
  - b. Email blasts on a variety of subjects were sent out regularly.
  - c. Board meeting agendas were adjusted to enable Homeowners input before the Board considered agenda items.
  - d. Open Homeowner Forums were scheduled for alternate months to enable board trustees to listen to community needs and concerns, and include them in deliberations.
  - e. THM Directory: Assumed responsibility for publishing a THM Directory, and published a THM Directory for the first time in five years.
3. **Deed Restriction Violation Enforcement:** We waited for CMC's promised campaign to enforce Deed Restriction violations. In August, we finally received a very poor list for review, so we compiled the list ourselves for CMC to publish:
  - a. Total violation noted w/ letters = 302
    - i. Of those, 116 were either house numbers – front or rear – or inoperable rear lights.
    - ii. To date, 189 (37%) of all violations have been corrected, including some significant repair/replacement of garage headers, painting & power washing.
    - iii. Of 4 houses deemed to be in the worst shape, 1 has just undertaken corrections; and 1 has leveled their foundation & requested names of competent contractors.
  - b. We hope the new board continues to vigorously advocate Homeowner's adherence to Deed Restrictions.

**TOWHOUSE MANOR FUND, INC.**  
**2015 In Review**

4. **Insurance Coverage:** The goal was to put adequate insurance coverage in place, including property coverage:
  - a. Limits were dramatically increased, due to CMC's pool.
  - b. Property coverage was increased to adequately cover our assets.
  - c. Substantial umbrella liability coverage was added.
  - d. This enhanced coverage will continue in 2016, through our agent's group of independent (non-company managed) homeowner associations.
  
5. **Vendors:** CMC introduced us to professional lawn & pool service vendors who are both competent & responsive.:
  - a. Landscaping services were increased to include both hedge & low tree trimming, alley maintenance, and access to qualified arborists and landscaping experts.
  - b. As recommended by their arborists, a Class 2 tree trimming was completed within our budget. The next major trimming is at least 2 years away, freeing up money for future budgets.
  - c. With our new pool maintenance vendor and a very hard working pool committee, our pool/cabana area has never looked better!
  - d. We have begun using our lawn service vendor for sprinkler maintenance & repairs, which has proven to be timely, competent and cost effective.
  
6. **Financials:** One success of the move to CMC was regular and accurate financial statements throughout the year. In addition, the board undertook:
  - a. Providing homeowners clear explanations of THM's financial condition.
  - b. A clearer, more transparent view of our capital reserves situation.
  - c. We strongly recommend the next board make dealing with our long-term financial situation a priority.
  
7. **Rules & Policies:**
  - a. We undertook a review of all existing policies, and filed the those required with Harris County or the state.
  - b. The Pool Rules were modified, and in order to improve security, we initiated rekeying the pool.
  
8. **Utilities:** The City of Houston (COH) approved the 2017 Woodshire Capital Improvement Project (CIP) to replace streets, sidewalks, streetlights, storm sewers and underground utilities in their neighborhood:
  - a. Addition of THM: Thanks to Diann Lewter for facilitating the initial contact with COH officials, and to our Council Member Larry Green and his chief of staff Donald Perkins, who were instrumental in the addition of THM to the CIP, and who supported subsequent additions.
  - b. Alleys: Achieved addition of alleys to the CIP, in addition to the original scope of work, at an additional cost of \$1.1 million to the COH.
  - c. Streetlights: Achieved COH commitment to refurbish our existing light poles and retrofit for LED Fixtures at no cost to THM.
  - d. Currently reviewing 90% set of drawings to confirm THM scope meets THM requirements.

**TOWHNOUSE MANOR FUND, INC.**  
**2015 In Review**

9. **Community Spirit:** In an effort to increase our community spirit:
- a. Organized and facilitated a 50<sup>th</sup> Anniversary Celebration, attended by 122 residents, 8 guests and Councilmember Green's Chief of Staff Donald Perkins. The City of Houston declared October 17 as THM Day. Thanks to the hard-working committee, who brought the celebration in for one-half the budget!
  - b. The success prompted us to add a community party to the 2016 budget – at the same cost of the 2015 celebration. (Currently looking for volunteers for another awesome committee!)

The 2015-16 Board of Directors worked as a team in an attempt to maintain and improve our property values, solicit input from all homeowners and help insure THM remains a great place to live. We are hopeful more homeowners will become involved in managing our association, both as volunteers and as board trustees.