

Townhouse Manor Fund, Inc.

ANNUAL MEETING

January 12, 2020

MINUTES

The Annual Meeting of the Members of the Townhouse Manor Fund, Inc. (THM) was held @2:00 PM on Sunday, January 12, 2020 at St. Luke's Presbyterian Church, 8915 Timberside Drive, Houston, TX 77025.

Call to Order and Establishment of Board and Members' Quorum

Mike Lewter, President called the meeting to order at 2:04 PM and welcomed everyone attending. All current board members were present, establishing a Board quorum. The election judges, Penny Stautberg and George Milz, stated that the combination of absentee ballots, proxy ballots and members in attendance represented a quorum of Members, as required in order to conduct the business of the Annual Meeting. Mike Lewter briefly reviewed the published agenda.

Introduction of 2020 – 2021 candidates

Mike Lewter introduced the four trustee candidates, running for the three 2-year open positions: David Reed, Kristen Mahan, Allen Graham and himself. He announced that Larry Maun and Lois Hamblin are retiring from the board. He thanked them for their service.

Board of Trustees Election

Members were given time to cast their ballots.

Approval of Minutes

The minutes of the October 27, 2019 Open Board of Trustees Meeting were unanimously approved by the Board.

The minutes of the January 13, 2019 Annual Meeting, previously distributed, were unanimously approved by the members present.

Treasurer's Report

Larry Maun, Treasurer and Cindy Domenici, Property Manager presented the December 31, 2019 Financial Statements, as previously distributed. This report was approved by the Board.

The 2020 Operating and Capital Reserves Budget were also presented, as previously distributed, and were approved by the Board, following discussion of how the Capital Reserves Budget is managed.

2020-2021 Trustee Election Results

Cindy announced the election of Mike Lewter, Kristin Mahan and Alan Graham to the 2020-2021 Board.

Committee Reports

Lois Hamblin provided a brief Landscape Committee report, previously distributed.

Property Manager's Report

Cindy presented her 2019 Community Manager Report, previously distributed. An addition was added to Deed Restriction Enforcement – Beginning of 2020 – Homeowner violations = Landscape ~20% (Page 4).

President's Report

Mike presented his 2019 in Review, previously distributed.

Homeowners' Open Forum

- The drainage problems at the pool grounds are concerning to the adjacent homeowners. This issue will be addressed soon by the new board.
- The suggestion for a volunteer care and bereavement effort (committee?) was made and will be considered by the new board.

Adjournment

There being no further business or discussion, the meeting was adjourned at 4:10 PM

Respectfully submitted,

Lois Hamblin, Secretary