

***Coldspring Terrace***  
***Property Owners Improvement Association, Inc.***

Post Office Box 446 Coldspring, Texas 77331  
CTPOIAI.COM

**OCTOBER 12, 2017 MINUTES**  
**PAVILLION MEETING ROOM**

**APPEARANCE:** Jeff Bertelsen-VICE PRESIDENT, Marsha Strickland-TREASURER, Robert Biba-SECRETARY, Barbara Horner-ADMINISTRATIVE ASSISTANT, ACC Representative, Gene Lewis, ACC Representative, Mark Hlanak

**ABSENT:** Sid Smith-PRESIDENT, Seth Warner-TRUSTEE

**VISITORS:** Bruce Shields

A motion was made to open the meeting at 7:17 PM by Secretary, Robert Biba. Jeff Bertelsen seconded. Motion Passed!

Robert Biba reviewed the bylaws and confirmed that a quorum of three directors was met to start the meeting.

The minutes for the September 14, 2017 meeting were approved. The minutes would be posted on the community's web site and the community bulletin board.

**Treasury Report**

Administrative Assistant, Barbara Horner, shared the Treasury Report. The ending balance on September 30, 2017 was \$46,882.83. Treasurer Report was approved by directors present and would be on file pending approval of remaining directors.

**Receivables**

The total current year outstanding accounts due July 1, 2017 are \$3667.15 as of October 12, 2017. Total outstanding accounts in all are: \$12,118.02 with 22 property owners currently delinquent on accounts.

**Old Business**

The board was updated by Robert Biba on the marketing progress of the sponsored Community Yard/Garage Sale scheduled for Saturday, October 14<sup>th</sup>. Flyers had been dispersed, banner posted and signs made. Robert would post an additional banner on his vehicle near the court house square Friday and Saturday the weekend of the event. Marsha Strickland had posted on Facebook along with Barbara Horner on the app NextDoor.com. It currently appeared that about ten residents would be participating in the event.

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***Coldspring Terrace Board of Trustees***

**Sid Smith - President – 281-995-9313**

**Marsha Strickland - Treasurer - 936-662-5992**

**Jeff Bertelsen – Vice President – 281-309-1758**

**Seth Warner – Trustee –281-387-8597**

**Robert Biba - Secretary – 281-638-6630**

**Barbara Horner, Administrative Asst.**

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Discussion and concerns from previous meetings took place around some general maintenance issues. At the July and August meetings the board agreed to complete the sealing of the wood deck next to the pool pavilion with volunteers. Due to weather and other issues that project was not completed. The project remained incomplete. Two lights were out at the pier after the recent storm and that it also appeared that the electrical outlets at the picnic area were not on a GDFI and could pose a potential hazard. The issue was pending resolution. Robert Biba had previously also expressed concern about the trash around the pool house. Although Robert and his wife had removed all the broken concrete, there was still debris that needed to be addressed. Gene Lewis volunteered to remove remaining debris in the next few days. Gene Lewis had mentioned at the September meeting the need to repair the washout of soil near the boat launch. The board continued discussion and Robert Biba informed the board that erosion had also taken place under the entrance to the pier. He also added that the pier needed boards replaced along with power washing and sealing. He also felt the pier might only have a couple more years of life expectancy due to weathering and rotten boards developing and that financial planning might be in order. He suggested that an increase in maintenance fees or special assessment might be in order for future consideration. A resident, Ben Lindsey, has agreed to set replacement boards on the pier. The pier would be closed until repairs completed. A motion was made by Robert Biba to spend up to \$420.00 on addressing, sealing the deck at the pavilion, power washing and sealing the pier as well as addressing the electrical issues and some remaining minor repairs around common areas. Jeff Bertelsen seconded. Motion passed!

Barbara Horner updated the board on the leak and replacement of the back flow valve at the pool house. A licensed plumber has completed all repairs to the backflow valve.

**New Business**

The group discussed bank signature cards were pending completion at the bank. One director stated they would get to the bank the next day. Barbara agreed to follow up on remaining cards and paperwork.

Robert Biba briefed the group about the need to remove several branches above the pool pump house as well as the need to replace the hoses needed to maintain the pool. Robert made a motion to spend up to \$50 for a new hose and up to \$30 to remove the branches. Both were seconded by Jeff Bertelsen. Motion passed!

The topic of the large pile of accumulated debris from Hurricane Harvey needed to be addressed. The board debated burning or spending hundreds or even thousands of dollars to have it removed. The board agreed to begin burning the pile starting Sunday, October 15<sup>th</sup>, at 7:15AM.

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Robert Biba suggested that someone was needed to monitor the pool during the fall and winter months in addition to the normal weekly scheduled pool maintenance company cleaning as water level needed to be maintained to prevent damage to the pump. Barbara Horner volunteered to monitor the water level on Monday or Tuesdays.

The board discussed the proposed use of an attorney from Houston submitted by Sid Smith. It was agreed that future discussion was needed. Not all directors were convinced a new attorney was needed.

Robert Biba expressed concerns around communication among the directors and asked for the best way to ensure good communication. The board present agreed they would place a tag on email correspondences with receipt confirmation tags. Marsha Strickland stated the best communication for her was texting rather than email.

Marsha Strickland shared her personal conflict of serving on the board. She also reinforced her commitment to help rewrite the deed restrictions that were less vague and more tolerable. Robert and Jeff reassured her that although the position of the board was not without challenge, they hoped she would remain on the board as her opinions were valued and needed. Jeff and Robert also shared some of the same personal conflicts of serving on the board.

Visitor, Bruce Shields, shared an idea of a previous neighborhood in which he lived where a rep from each street served on the deed restriction re-write committee. Those committees then submitted proposals for new deed restrictions. He suggested this might be an idea as the Terrace Board considers changes to the restriction documents this coming year. He also agreed to submit his name for consideration to serve on a future board.

An email letter was presented to the board by Barbara Horner that she received this day from a property owner that is challenging the board on decisions and actions taken with another property owner. The board agreed to discuss the letter in an executive session rather than the general session meeting due to the sensitive nature of the issue.

The board had no Home/Lot Improvement Request!

No compliance letters were sent since the September meeting!

A motion was made by Secretary, Robert Biba, to adjourn the meeting at 8:35 PM. Seconded by Jeff Bertelsen. Motion passed!

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**Executive Meeting**

A motion was made to open the Executive Session at 8:35 PM by Secretary, Robert Biba. Jeff Bertelsen seconded. Motion Passed!

The board reviewed multiple email letters from two separate property owners that are currently in dispute. The board agreed not to respond to the letters from either property owner.

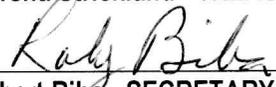
At the August and September meeting Sid Smith agreed to contact delinquent property owners to come up with an agreeable payment plan or solution. Sid made contact with the property owner that was most delinquent! That property owner verbally agreed to a monthly payment plan. A contract was written, but the board has been unable to make contact with the delinquent property owner since. The board now agreed that foreclosure on the property might be in order along with denial of use to all amenities.

The board agreed to send 3 courtesy letters to deed restriction violators and 5 certified letters through Manager Firm.

A motion was made by Secretary, Robert Biba, to adjourn the meeting at 9:28 PM. seconded by Jeff Bertelsen. Motion passed!

          ABSENT            
Sid Smith - PRESIDENT

  
Marsha Strickland - TREASURER

  
Robert Biba - SECRETARY

  
Jeff Bertelsen - VICE PRESIDENT

          ABSENT            
Seth Warner - TRUSTEE

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