

Westminster Glen Homeowners Association, Inc.

c/o Goodwin Management, Inc.

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Tuesday, February 16, 2016
River Place Country Club
4207 River Place Blvd
Austin, TX 78730

Board Meeting Minutes

1. Call to Order:

The meeting was called to order by Jim Rumbo at 6:30pm. Quorum was established by the board members in attendance: Jim Rumbo, Rick Shedenhelm, Julie O'Shaughnessy. Jim Rumbo had Tad Cole's proxy. Also in attendance: Carolyn Beebe and Ashley Richardson.

2. Board Member Election:

Jim Rumbo motioned for the recognition of Jesse Whittenton 's vacated board position as *Vice President on the board. Rick Shedenhelm seconded the motion. The motion carried 4-0. Jim motioned to approve Carolyn Beebe as new Vice President of the board. Julie O'Shaughnessy seconded the motion. The motion carried 4-0.*

3. Approval of January 2016 Board Meeting Minutes

The January board meeting minutes were reviewed. *Jim Rumbo stated that the minutes were incomplete and therefore not approved. He stated that he would amend them and send them to Goodwin.*

4. Financial Report – Jim Rumbo

The financials, found on the board portal, had previously been reviewed by board members. Jim Rumbo noted a few concerns as shown in action items.

5. Traffic Reporting – Carolyn Beebe & Julie O'Shaughnessy

Board members noted calls from members expressing concern for the lack of speed enforcement on Westminster Glen Avenue in recent months. Carolyn Beebe will be the new coordinator and has sent contract amendments to Travis County Sheriff's office to resume enforcement work. The plan is to resume patrols beginning March 1st. Julie proposed the idea of using two bonded security company pace cars during critical traffic flow periods. She will pursue development of an RFP to support this work.

6. Next Board Meeting

The board meeting will be held at 6:30pm on Tuesday, April 19th. *Julie motioned to omit board meeting in March as it would fall in the middle of Spring Break. Rick Shedenhelm seconded the motion. The motion carried 4-0.*

The meeting entered Executive Session at 7:08pm to discuss legal items and violations.

The meeting exited Executive Session at 7:52pm.

Jim Rumbo motioned to adjourn. Rick Shedenhelm seconded the motion. There being no further business, the meeting adjourned at 7:53pm.

Action Items	
Karen	<ol style="list-style-type: none"> 1. Board requested evidence that Aric’s restriction drives were actually completed from August – Dec 2015 2. Let the board know what day the drives will be done moving forward 3. Post the list of violations on the board portal after each drive is completed; do not send letters unless asked to by the board 4. Make sure the driver is aware of the published enforcement protocol – it is on the WMG-run website 5. Post violations on the board portal in a table format; please provide the house number, the violation, and the date. 6. Let the homeowner on Prince Charles know that the county came out and removed the sludge from their drain; the homeowner can now go in and trim it 7. Follow up on the treehouse that has been built on Lot 21 and inform them it needs to be removed 8. Ensure that the arborist has been paid. Invoice was emailed to Jim and Rick if it is needed. 9. Provide further detail regarding possible payment made on Jan. 11 in the amount of \$330. 10. Amend accounting error in regards to a receipt from 6/30/15. The check a refund of \$184.50, but the amount is recorded as \$172. 11. Send a list of delinquent assessments (including name, phone number, and email) to Julie O’Shaughnessy. 12. Ensure that Carolyn Beebe is given access to board portal. Reset Julie O’Shaughnessy’s password as she cannot remember it.
Carolyn	<ol style="list-style-type: none"> 1. Contact sheriff coordinator for the purpose of resuming patrols. 2. Work with Julie to put together a RFP for bonded security pace cars during rush hour. 3. Ask Kenny if he is interesting in developing a traffic counter and monitoring device. If not, check with Virtex.

Julie	<ol style="list-style-type: none"><li data-bbox="483 100 1235 136">1. Call and email homeowners with delinquent violations<li data-bbox="483 159 1235 237">2. Work with Carolyn to put together a RFP for a bonded security pace car.
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