

**CLAYTON HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS' MEETING
JANUARY 28, 2019**

MINUTES OF MEETING

The monthly Board of Directors' meeting of the Clayton Homeowners Association, Inc. was held on Thursday, January 28, 2019 at 6945 Addicks Clodine.

DIRECTORS IN ATTENDANCE

Directors: Tracy Jones, Donna Kinerd, Sylvia Marinez, Janice Little and Keith Green were in attendance.

OTHERS IN ATTENDANCE

Jodi Rohrer representing Property Masters, Inc. was in attendance.

CALL MEETING TO ORDER

With a quorum of board members present Tracy Jones called the meeting to order at 7:03 PM.

FINANCIALS

Keith Green read the financials.

SECURITY UPDATE

It was reported that gun shots were heard in the middle of the night. Several residents called the police and reported them. Some were reported to be in the area of Grove Gardens/Rushcroft and Green Crest /Manordale. No one was caught regarding the gunshots heard.

GMBAC: Donna reported that the GMBAC tax workshop will be held on February 9th and Tracy Jones and Jerry Thompson, CPA for GMBAC will be presenting information to those residents attending.

MINUTES OF PAST MEETING

Minutes of December 3, 2018 meeting were read. Donna Kinerd motioned for the minutes to be approved as read. Keith Green seconded and all approved.

ROUND TABLE DISCUSSION – OLD BUSINESS

Clubhouse: Most work has been completed and the final walk through is scheduled for Wednesday, January 30, 2019 at 9 am.

Several items need to be voted on:

- **Blinds** – Keith had taken his time to look into the type of blinds that were originally bid for the project. Keith thought it was good pricing. Tracy moved that they move forward on obtaining the blinds as presented. Keith seconded and all approved.
- **Sam's Plus Membership** – Donna has looked into obtaining a Sam's membership for the clubhouse so that supplies can be easily obtained and that the free shipping on the appliances will pay the cost of the membership. Tracy moved that the association buy the \$100 Sam's membership, Donna seconded the motion and all approved.

- Chairs/Tables - Donna has investigated the types/costs of chairs and tables and chair dolly to store them. Best price was found at Sam's and also the reason for the membership. Tracy motioned to purchase 8 tables, 80 chairs and two storage carts from Sam's at a cost of \$2,252. Keith seconded and all approved.
- Supplies – Donna presented a list of needed supplies such as paper towels, cleaners etc. Tracy approved the list presented and motioned to the association to pay for the items on the list. Keith seconded and app approved.
- Periodic cleaning of the clubhouse – It will be necessary to have someone or some service clean the clubhouse on a regular basis. It was suggested that whoever is hired be bonded and insured. It was suggested that this be posted on the Clayton HOA website to see if anyone in the neighborhood would be interested in this job. Donna agreed to post it on the website and on Nextdoor.com
- Shelves – shelves will be needed for the storage closet. The board agreed to spend up to \$80 to purchase shelves if Donna or Janice were able to find appropriate sized shelves.
- Stainless steel tables will need to be purchased but we are waitng on the appliances to be installed so the area can be measured accurately.

Open House – The board discussed dates for an open house so all residents could come and inspect the new clubhouse. The Board will choose a final date at the February meeting.

EXECUTIVE SESSION

Mitchell Katine's office requested the board to discuss and vote on several homeowners that had not paid or kept up with agreed payments plans. Jodi submitted the information from Bailey, Mitchell's paralegal. The Board voted on Katine's office moving forward on all three homeowners.

NEXT BOARD MEETING: The next monthly board meeting will be held on February 28, 2019

ADJOURN

There being no further business to discuss the meeting ended at 8:45 p.m.

Signature of Secretary or President

Date