

Coldspring Terrace Property Owners Improvement Association, Inc.

331 Timber Drive, Coldspring, TX 77331
www.ctpoi.com • pattycoldspringterrace@gmail.com

12 May 2024 General Meeting Minutes Pavilion Office

APPEARANCE: Luke Sweeney – PRESIDENT, Ariel Guerrero – VICE PRESIDENT, Clint Warren, TREASURER, Patty De Freitas – ADMINISTRATIVE ASSISTANT.

VISITORS: Tom Pradel, Stormy Kelley, Aki Morita.

President Luke Sweeney called the meeting to order at 3:02 PM. Seconded by Vice President Ariel Guerrero.

Minutes from last Meeting were approved and signed by the Board. The minutes were posted on the common area bulletin board, and the signed minutes will be posted on the website.

TREASURY REPORT

Ariel Guerrero, Vice President informed that the total of outstanding liabilities and equity as of April 2024 is \$19,051.14.

REPORT OF OFFICERS/COMMITTEES

0 Home/Lot Improvement Request submitted since the last meeting.

There were no Violation Letters sent out since the last meeting.

OLD BUSINESS

Ariel Guerrero, Vice President, expressed interest in the completion of 2023 taxes and recommended on requesting taxes for the past 3 years from DTA. Patty will follow up with DTA.

The Board voted to implement a \$350.00 Transfer fee for all new residents.

The Board previously voted unanimously in favor of escalating the collection process and commencing foreclosure proceedings on properties currently delinquent. President, Luke Sweeney, provided information of a possible attorney candidate.

NEW BUSINESS

Luke Sweeney, President motioned to replace 2 Board members, Ariel Guerrero, seconded it. By unanimous vote, Tom Pradel has been appointed to replace Clint Warren, Treasurer and Stormy Kelley is replacing Patty De Freitas as Secretary.

Luke Sweeney, President and Ariel Guerrero, Vice President went over Annual Meeting status, which is held the first Saturday of June. Patty De Freitas advised that invoices, Annual Meeting Notice, Introduction of 2024-2025 candidates and Proxy information have all been mailed out.

Patty De Freitas also advised that 2024-2025 pool/boat ramp keys have been ordered.

The Board unanimously motioned to move forward and purchase a Property Management Software. Patty De Freitas mentioned that she is assessing different vendors, so far QuickBooks seems to be a good choice for day-to-day office functions.

Luke Sweeney, President asked to review our Pavilion/Pool guidelines. He mentioned that people automatically think that because they reserve the Pavilion, they get access to the pool area, which is incorrect. The Pavilion form/deposit is only for the Pavilion area. Stormy

Coldspring Terrace Board of Trustees

Luke Sweeney - President (713) 906-5748
Ariel Guerrero - Vice President (713) 598-5548
Stormy Kelley - Secretary (936) 520-1976

Tom Pradel - Treasurer (281) 660-2580
David Muecke - Trustee (281) 627-9694
Patty De Freitas - Administrator (281) 773-0016

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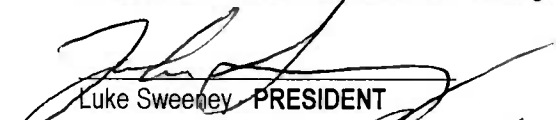
Kelley, Secretary mentioned that the new form must also include a release of liability clause. Patty De Freitas advised that she will email current Pavilion/Pool guidelines to Stormy Kelley for her to review and implement changes.

The Board discussed existing mailbox concerns, Luke Sweeney, President advised Patty De Freitas to visit our local post office and verify if there are any mailboxes in Coldspring Terrace not being used.

The Board advised of further pending improvements including the repair of our development entrance, pergola, replacing the bulletin board, and painting mailboxes. The Board instructed to place all these improvements on hold until after our June 1, 2024, meeting.

Next Meeting is Sunday, July 14, 2024, at 3pm in the Pavilion Office.

Tom Pradel, Treasurer called for the meeting to adjourn at 4:18 pm, and Stormy Kelley, Secretary seconded the motion.



Luke Sweeney - **PRESIDENT**



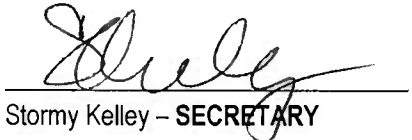
Ariel Guerrero - **VICE PRESIDENT**



David Muecke - **TRUSTEE**



Tom Pradel - **TREASURER**



Stormy Kelley - **SECRETARY**

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