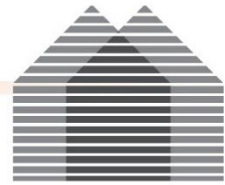


SHARPSTOWN CIVIC ASSOCIATION

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A regular meeting of the Board of Directors of the Sharpstown Civic Association was held on Monday, February 13, 2023, at the Bayland Park Community Center.

Agenda

1. ROLL CALL / QUORUM:

Present: Presence is indicated by Absent: Absence is indicated by

	Directors		Others
<input type="checkbox"/>	Annie Love	<input type="checkbox"/>	Erica Billings
<input checked="" type="checkbox"/>	Byrom Wehner	<input type="checkbox"/>	Helen Zhou
<input checked="" type="checkbox"/>	Carlos J. Martinez	<input type="checkbox"/>	Jason Davalos
<input checked="" type="checkbox"/>	Casey Cummings	<input checked="" type="checkbox"/>	Kathy Holston
<input checked="" type="checkbox"/>	Charmaine LeBlanc	<input checked="" type="checkbox"/>	Mark Harrison
<input checked="" type="checkbox"/>	Dale Davidson	<input type="checkbox"/>	Matt Wine
<input checked="" type="checkbox"/>	Donna Fain	<input type="checkbox"/>	Matthew Cowan
<input checked="" type="checkbox"/>	Elizabeth Schooler	<input checked="" type="checkbox"/>	Pat Menville
<input type="checkbox"/>		<input type="checkbox"/>	

Quorum was met and President Charmaine LeBlanc called the meeting to order at 6:34 P.M.

Other Guests:

- a. Anne Wilburn
- b. Torry Mercer
- c. Stephen Maney
- d. Debbie Calkins

2. APPEALS Relating to Deed Restriction Violations or Architectural Control Issues: None

3. PUBLIC COMMENTS:

- a. Anne Wilburn
 - i. Passed out handout with topics to discuss.
 - ii. Announced Advocates for Better Sharpstown.

4. REVIEW MEETING MINUTES:

- a. Charmaine presented minutes of the January 2023 board meeting.
 - i. Mark Harrison made a motion that the January minutes be approved as presented.
 - ii. Elizabeth Schooler seconded and the motion passed.

5. COMMITTEE REPORTS:

- a. President
- b. Finance
 - i. January 2023 Financials – Approve
- c. Communications / Activities Committee

6. OLD BUSINESS:

a) Review committee meeting progress

a. Lots of great ideas, but need action in committees.

- i. Discussed needing articles for SCAN from committee and any board members, etc.
- ii. Discussed need to name chair for committees to report in board meetings.
- iii. Membership Committee met on January 28th:
 1. Recommended to paint crosswalks and entrances to neighborhood.
 2. Want to seek costs for replacing Sharpstown monument signs at entrances to neighborhood.
 3. Sidewalk replacements
 4. Pole Banners at all of the entrances to the neighborhood.
 5. Christmas lights and décor at entrances to the neighborhood.

iv. Communications Committee:

1. This old house article in SCAN.
2. Sharpstown eats feature in the SCAN. Focus on restaurants in the neighborhood. Idea to highlight owner, food, menus, etc.
3. Won't you be my neighbor article in the SCAN to introduce neighbors.
 - a. Erica Billings was featured in the most recent article, Dale is planning to write feature for next SCAN.
4. Communications Policy should not be changed. The policy was reviewed and discussed, but ultimately decided not to change.
5. Proposed to have board members to sign the communications policy every year.
6. Photos for the website (banner photo) to be updated.
7. Recap on monthly General Meeting. The idea is to give info about guests and the topics discussed.
8. Would like to highlight an article from most recent SCAN on the bottom of the website.

v. Safety and Security Committee:

1. Discussed the topic of keeping SEAL patrol hours discreet.
 - a. This was the prior goal to help prevent criminals from committing crimes while SEAL was not on shift.
 - b. Safety and Security committee wants to make those hours transparent.
2. Proposed increasing SEAL patrols or increasing hours for 24-hour coverage.
3. Discussed the topic of illegal fireworks. Looking at ways to approach the topic without it becoming a fight with neighbors who want to shoot fireworks.
 - a. HPD does not have the man-power to fight every firework in the city on holidays.
 - b. The city also cannot enforce the law.

4. Proposed to post signs around the neighborhood telling neighbors that fireworks are illegal. The signs would be in multiple languages.
5. The SCA Office now has a Spanish voicemail where Spanish-speaking neighbors can leave voicemails. Carlos and/or Scott will then call back and assist the neighbors.
 - a. 3 voicemails have already been left, and 2 of those are already addressed!
- vi. Bylaws Committee:
 1. Reviewed bylaws and multiple items were proposed to be changed, but need another meeting to finalize language.
 2. Any changes will need to be approved at General Meetings, per the bylaws.

7. NEW BUSINESS:

- a. Charmaine discussed upcoming topics and guests for upcoming General Meetings:
 - i. Memorial Hermann will be guest for February General Meeting.
 - ii. Lesley Briones will be the guest speaker for the March General Meeting.
 - iii. Bob Patterson will be guest for April General Meeting.
 - iv. Safety and Security will be the May General Meeting.
 - v. Elizabeth Schooler recommended Fire Department to speak at June General Meeting
 - vi. Election candidates have requested to come to meeting and introduce themselves.
- b. Charmaine discussed the topic of the financial cover letter from the accounting firm.
 - i. AICPA licenses CPA nationally. Coveler & Associates P.C. use this cover letter that comes from the AICPA website.
 1. There are 3 different types of accounting reviews
 - a. One is simply compilation which only compiles our bank statements, income, etc. and compiles it into a report.
 - b. Simple Audit
 - i. Costs \$10,000 to \$15,000.
 - ii. Charmaine asked Fred Coveler if we should be doing audits, but it was not recommended due to low revenue flow.
 - c. Complete Review Audit
 - i. Costs \$20,000 to \$30,000 and takes around one year to complete.
- c. Charmaine reminded the board that deed restrictions and policies are listed on the SCA website.
 - i. Short-term rentals were discussed. SCA website has the policy available for neighbors to review.
 1. Short-term rentals are a problem for everyone.
 - a. They increase noise and disturbances.
 - b. Dog noise is causing nuisances for neighbors.
 - c. Some homes are renting home for pools which has increased problems with noise, parking on grass, etc.
 2. Short-term rentals policy is available on the SCA website.
 3. VRBO, AirBNB, and room rentals are included in this.
- d. The topic of questions at the General Meetings was brought up by Charmaine.

- i. The biggest issue preventing questions is the time constraint.
- ii. Also, it is not conducive to the board members being prepared. No one knows everything and sometimes investigation is needed to answer questions.
 - 1. Recommendations included
 - a. Answering questions that have been submitted to the SCA website.
 - b. Having a sign-up sheet with a limited number of slots that we will take at a meeting.
 - c. We are listening, discussing, and are seeking a way to facilitate this.

8. EXECUTIVE SESSION: No Executive Session this month.

9. ADJOURNMENT:

- a. Kathy Holston made a motion to adjourn the meeting.
- b. Mark Harrison seconded the motion.
- c. The motion was put to vote and the meeting was adjourned at 7:45 P.M.

Charmaine thanked all directors and visitors for their attendance and their service to Sharpstown.

Submitted by: Casey Cummings