

SHARPSTOWN CIVIC ASSOCIATION

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TO: THE BOARD OF DIRECTORS OF THE SHARPSTOWN CIVIC ASSOCIATION AND TO ALL OTHER INTERESTED PERSONS

A regular meeting of the Board of Directors of the Sharpstown Civic Association was held on Monday, March 11, 2024, at the Bayland Park Community Center, 6400 Bissonnet, Houston, Texas.

MEETING MINUTES

1. ROLL CALL / QUORUM:

Directors Present:

<input checked="" type="checkbox"/>	Sydney Bumpass	<input type="checkbox"/>	Carlos J. Martinez
<input checked="" type="checkbox"/>	Matthew Cowan, President	<input checked="" type="checkbox"/>	Pat Menville
<input type="checkbox"/>	Donna Fain	<input checked="" type="checkbox"/>	Elizabeth Schooler, Vice President
<input checked="" type="checkbox"/>	Sharon Galloway	<input checked="" type="checkbox"/>	Byrom Wehner
<input checked="" type="checkbox"/>	Mark Harrison	<input checked="" type="checkbox"/>	Anne Wilburn, Secretary
<input type="checkbox"/>	Kathy Holston	<input checked="" type="checkbox"/>	Matt Wine
<input checked="" type="checkbox"/>	Charmaine LeBlanc	<input checked="" type="checkbox"/>	Helen Zhou, Treasurer
<input checked="" type="checkbox"/>	Mike Marshall		

Guests: Jim Bigham, Elizabeth Bigham, Debbie Calkins, all SCA Members; Lee Sharp, Sharpstown resident; Tyress Korsmo, Editor of *The Sharpener*

Quorum was declared and the meeting was called to order at 6:40 p.m.

2. APPEALS: No appeals relating to Deed Restriction Violations or Architectural Control Issues were presented.

3. PUBLIC COMMENTS:

Jim Bigham presented several concerns for the Board's attention:

- The latest SCA Bylaws filed with Harris County in connection with court cases are from 2009, not the correct 2016 Bylaws;
- It is not clear if SCA's monthly programs are official membership meetings;
- A resolution calling on the SCA Board to spend all funds solicited and collected for the security patrol program only for that purpose.

Lee Sharp stated his concerns about the community's apparent lack of trust in the SCA and the fear that the 2022 mandatory HOA initiative will be tried again. He called on the Board to do better to improve trust from its members and Sharpstown residents.

4. REVIEW MEETING MINUTES:

Draft minutes of the February 12, 2024 minutes were sent to the Board in advance of this meeting. Director Wine moved to accept them as written, and Director Wehner seconded. The board approved the minutes with no changes.

5. ANNOUNCEMENTS

President Cowan announced the upcoming March on Crime luncheon on March 13th at Houston Christian University. The luncheon is sponsored by the Southwest Management District. RSVPs are requested, and SCA has four spots reserved.

Bayland Park will host a Spring Egg Hunt sponsored by the Precinct 4 County Commissioner on Saturday, March 23 from 11:00 a.m. to 2:00 p.m.

6. COMMITTEE REPORTS:

A. President

- President Cowan reported that Director Annie Love has resigned due to family and other concerns.
- President Cowan thanked everyone for their attendance and participation in the February 24th Board retreat, including Director LeBlanc for arranging the location and all who brought food and beverages.

B. Committee Reports

- President Cowan reported that several of the designated committees have had their first meetings, including Deed Restrictions, General Meetings, Bylaws and Membership.
- General Meetings: Director Bumpass reported that the March speaker will be fraud investigator Gabriella Marshall of Nationwide Insurance, on “Why Insurance Rates Are Rising”. Bob Patterson of Southwest Fertilizer will be the April speaker. The May program will focus on Safety and Security. Future meeting topics under consideration are education, wills, summer programs, and tree and lawn care. Presenters will be offered a booth at the meeting for distribution of literature.

Director Zhou suggested flood mitigation as a potential topic, with a speaker from the City of Houston or the Harris County flood control district. There will be an article in the upcoming SCAN about deed restrictions relating to flooding.

Additional topic ideas should be sent to Director Bumpass.

- Minutes for the Bylaws, Deed Restrictions, and Membership Committee meetings are attached (Appendices A, B, and C).
- The Nominations and Administration Committee meeting dates are on hold. The Communications Committee plans to meet March 21st.

C. Finance

SCA's accounting firm Coveler & Associates usually provides its monthly financial reports shortly before each monthly Board meeting. Treasurer Zhou distributed the February 29th financial report for the Board's review. She is investigating investment opportunities for some of SCA's reserves to generate income for the organization, and will present options to the Board for consideration.

D. Communications

Director LeBlanc reported that printing of the next SCAN has been delayed. She will provide an update and the deadline for the next SCAN. Article ideas for the SCAN Committee can be emailed to her.

7. OLD BUSINESS:

President Cowan reported that he is working with SCA Operations Manager Scott Gilbert on providing SCA email addresses for Board members so they will not have to use their personal email addresses for SCA business.

Director LeBlanc announced that April 6th will be the annual Sharpstown Clean-Up Day, with approximately 130 college students working on various projects throughout the community. The small-scale projects include school gardens and individual residents' yards and garages. Project ideas can be sent to LeBlanc so that a list of scheduled projects can be finalized. Board members are encouraged to participate.

8. NEW BUSINESS:

President Cowan called attention to SCA's Privacy Policy, which was instituted in 2017 or 2018. It was intended to codify that SCA does not sell its membership list. Cowan asked the Board to review it and consider if it should be deleted.

Director Wine made a motion that the Board convene in Executive Session. Vice President Schooler seconded, and the motion was approved. The Board convened in closed Executive Session.

9. EXECUTIVE SESSION:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Executive Session concluded at 8:11 p.m.

10. NEW BUSINESS: No New Business items were presented.

11. ADJOURNMENT:

The Board adjourned the meeting at 8:12 p.m.

APPENDIX A

Minutes

Bylaws Committee

February 29, 2024

The SCA 2024 Bylaws Committee held its first meeting on February 29 at the SCA Office. Byrom Wehner, Matthew Cowan, Dale Davidson, Kathy Holston, and Pat Menville were present; Charmaine LeBlanc was absent.

Interim Chairperson Matthew Cowan called the meeting to order and distributed an agenda. Following discussion, Matthew Cowan was unanimously selected as Permanent Chairperson.

The Committee reviewed the 2023 Bylaws amendment initiative, the proposed changes, and reasons the proposal failed.

The Committee discussed potential additional revisions and proposals, and created a timeline for presenting the 2024 amendments to the Board of Directors for approval, launching an educational campaign, and bringing the amendments to votes by the SCA membership.

The Bylaws Committee will meet again on March 24, 2024 at 3:30 at the SCA Office.

APPENDIX B

Minutes

Deed Restriction Committee

March 3, 2024

The SCA 2024 Deed Restriction Committee held its first meeting on March 3 at the SCA Office. Matthew Cowan, Sharon Galloway, Kathy Holston, Pat Menville, and Matt Wine were present; Elizabeth Schooler and Byrom Wehner were absent.

Committee Member Matthew Cowan called the meeting to order and distributed an agenda. Following discussion, Matt Wine was unanimously selected as Permanent Chairperson.

The Committee discussed their 2024 tasks and goals. Emphasis was placed on enhanced communication and education for both the Board of Directors and the community at large. Metrics will be developed to support activity reports to the Board, and plans will be developed to educate on the enforcement process. The Committee will review the letters currently in use for possible improvement.

The Deed Restriction Committee will meet again on March 25, 2024 at 6:30 p.m. at the SCA Office.

APPENDIX C

Summary
Membership Committee
March 7, 2024

The SCA Membership Committee had its first meeting on Thursday, March 7, 2024 at the SCA Office. In attendance were Matthew Cowan, Carlos Martinez, Anne Wilburn, Helen Zhou, Kathy Holston and Mike Marshall. Elizabeth Schooler was absent.

- The committee elected Anne Wilburn as its permanent chair.
- The committee is charged to increase SCA memberships so that past losses can be reversed and the 2024 budget can be balanced.
- The committee recommended that home purchase transfer fees received by SCA be acknowledged with one year free membership.
- The committee identified lapsed members since 2021 and Sharpstown businesses as strong prospects for targeted recruitment efforts.
- The committee discussed a number of promising ideas that can be implemented on a short-, medium- or long-term basis.

- The committee will request information from Scott Gilbert to better understand SCA's data capabilities to support recruitment efforts.
- The committee agreed that the second recruitment mailing now in the works should go forward as planned, and to consider a new design for a third mailing, in coordination with phone calls, to encourage renewals.
- The committee was receptive to surveying SCA members and constituents about their SCA awareness and perceptions.
- The committee will schedule its next meeting shortly to firm up its recommendations.

Submitted by: Anne E. Wilburn, Secretary

Approved by Board:

Date: April 2, 2024

Date: April 8, 2024