Seven Coves Association, Inc.
Board Meeting
August 31, 2021, Tuesday, 6:30 PM
MEETING AGENDA

This is a board meeting. Members may observe but please hold all questions and comments for the open forum.

1. **Call Open Session to Order**

2. **President provides summary of** prior executive session regarding legal action, contracts, disciplinary hearings, employee matters, repayment plans and foreclosures.

2. **Review/Approval of Minutes of Last Board Meeting**

3. **Reports**
   a. President's Report
   b. Treasurer's Report
   c. Committee Reports
      -Architectural Control Committee
      -Constable's Report
   d. Manager's Report
      -Deed Violation and Marina Report

4. **New Business**
   a. Discuss insurance inspector report.
   b. Discuss clubhouse rate increase.
   c. Meet & discuss with roof rep.
   d. Discuss legislative policies.
   e. Discuss options for constable replacement.

5. **Old Business**
   a. Ratification of all actions of the Board since last meeting.
      1. Legal action approved for delinquent accounts.
      2. Discuss ramp for dock 2.

6. Adjourn Open Meeting.

7. If needed, **Adjourn to Executive Session – to discuss;** This meeting may be adjourned at any time by the board of directors for the purposes of meeting in an executive session.

9. Reconvene Open Session-To consider and take any necessary action with respect to any matters considered in executive session.

10. Adjournment.

11. **Open Forum**. During open forum, each attendee may address the board for up to three minutes. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.

MEETING RULES: No audio or video recording allowed by attendees. However, the secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address matters during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.

SEVEN COVES HOMEOWNERS' ASSOCIATION
Monthly Board Meeting
Tuesday, July 27, 2021

Executive session called to order 5:30 pm

Executive session adjourned 6:20 pm

Regular Board Meeting called to order at 6:32 pm

Seven Coves Board Members Present:
Tim Steinmuller, Kevin Lacy, Don Chronister, Mike McLaughlin, & Peggy Dentler

IMC Reps. Present:
Steve Durham & Amy Lundy

President's update on prior executive session includes bulkhead repairs, service contract, clubhouse rate increase, condo agreement, and ACC meeting.

Minutes:
Approval of June Minutes: Don Chronister made a motion to approve and Kevin Lacy second, unanimously approved.

Financials:
Financial Report was given by Kevin Lacy. Don Chronister made a motion to approve the report and Mike McLaughlin second, unanimously approved.

President's Report given by Tim Steinmuller, President:
The 4th of July parade looked like it was a well-attended event this year. We are still waiting for the insurance adjuster to tell us what the final decision will be for replacing and repairing roofs. Progress on the clubhouse remodel is going well. The walls and floors demolition is ongoing. The clubhouse is scheduled to be closed for all of July and August until construction is complete. As we talked about in last month's meeting, our July regular board meeting will be held in IMC's office in Conroe. The first 12 members may attend the meeting in person. You will also be able to call in and listen to the meeting. We don't know right now if we will be back in the clubhouse for our August monthly meeting, but we will keep you posted. Please pickup parking tags from the office and pool passes from the pool monitors.

New Business
Discussed failed bulkhead on Pleasure Lake.
Discussed clubhouse rate increase.
Discussed finalizing the Landing agreement.
Discussed adding a wheelchair ramp to dock 2.

Old Business
Ratification of all actions of the Board since the last board meeting

a. Don Chronister made a motion to approve the IT contract with CBR Technologies per the terms in that contract for the remainder of 2021. Mike McLaughlin second, unanimously approved.

b. Don Chronister made a motion to hire legal counsel to update Seven Coves documents to comply with the new State Legislature. Mike McLaughlin second, unanimously approved.

In tonight's meeting, 2 members signed in to listen and 6 members attended in person.

Regular Board Meeting adjourned at 7:15 pm.

Executive session reconvened 7:20 pm.

Executive session adjourned at 8:19 pm.

_____ _____

Secretary Date

August 2021, newsletter from the President
By Tim Steinmuller

A few things are going on since the July board meeting.

The clubhouse remodel is progressing nicely. Painting, floor install, cabinets, and bathrooms are all being worked on currently. In any remodel job unforeseen matters arise which may cause delays in completing. With that being said, we will not be holding the board meeting in the clubhouse in August. The August monthly board meeting will be held at IMC's office again but will be held in their larger meeting room that seats 18-20 members, if you wish to attend. We will only be able to take the first 18-20 members. You will also have the option to call in and listen to the board meeting, from the comfort of your home, again.

Last week we had to close the pool again for a few days for chemical maintenance. The pool is open again and we hope to have no further issues for the duration of the summer months.

We received complaints about plants, especially Elephant Ear plants are being thrown into the coves in the lake. Elephant ears are very fast-growing/aggressive plants and once they root they can take over areas quickly. We ask that you do not put any plants especially elephant ears in the lake.

Finally, school is back in session. Please be careful driving through the neighborhood and watch out for children walking to and from bus stops and waiting at the bus stops. The speed limit is 25 mph.

Until next month,
Tim Steinmuller
President Seven Coves HOA

Seven Coves Financial Report – End of July 2021 (7 months actuals = 58% of year)

Prepared by Seven Coves Treasurer – Kevin Lacy August 30, 2021

Income Summary

		7-month Actuals	12-month Budget	% Tot Revenue	12-month FC	Fc vs Budget
Revenues	Res Assmts	$384,413	$388,900	43%	$384,400	0.99
	Comm Assmts	$68,395	$68,430	8%	$68,400	1.00
	Subtotal	$452,808	$457,330	51%	$452,800	0.99
Misc Inc	Fees	$21,800	$37,500	4%	$37,500	1.00
	Franchise	$22,400	$17,500	2%	$22,200	1.27
	Landing	$10,000	$7,000	1%	$10,000	1.43
	Subtotal	$54,200	$62,000	7%	$69,700	1.12
Rental Inc	Marina	$211,150	$320,000	36%	$340,000	1.06
	Clubhouse	$9,000	$25,000	3%	$25,000	1.00
	Trailer Lot	$25,200	$30,000	3%	$30,000	1.00
	Subtotal	$245,350	$375,000	42%	$395,000	1.05
Total Rev		$752,358	**$894,330**	100%	**$917,500**	1.03

Major Expense Summary

		7 mo Actual	**12 mo Budget**	**% Tot Exp**	**12 mo FC**	**Fc vs Budget**
Maj Exp	**Trash Serv**	$90,400	$150,000	18%	$150,000	1.00
	IMC Services	$68,300	$117,000	14%	$117,000	1.00
	Depreciation	$52,000	$108,000	13%	$108,000	1.00
	Insurance	$89,800	$90,000	11%	$90,000	1.00
	Mow & Landscape	$35,000	$65,000	8%	$65,000	1.00
	Top 5 Subtotal	$335,500	**$530,000**	62%	**$530,000**	1.00
	Courtesy Patrol	$30,240	$56,400	7%	$56,400	1.00
	Marina Maint	$34,620	$50,400	6%	$50,400	1.00
	SJRA Fee	$15,060	$32,000	4%	$32,000	1.00
	Utilities	$16,600	$27,000	3%	$27,000	1.00
	Dock Loan Int	$8,800	$18,000	2%	$17,500	0.97
	Next 5 Subtotal	$105,320	**$183,800**	22%	**$183,300**	1.00

Remaining Expense Summary

	7 mo Actual	12 mo Budget	% Tot Exp	12 mo FC	Fc vs Budget
Clubhouse Maint	$10,000	$10,000	1.2%	$10,000	1.00
Attorney Fees	$11,600	$20,000	2.3%	$20,000	1.00
Security System	$9,100	$12,000	1.4%	$12,000	1.00
Pool Monitors	$6,235	$18,000	2.1%	$16,000	0.89
Pool Cleaning	$8,300	$10,000	1.2%	$11,000	1.10
Property Taxes	$0	$3,800	0.4%	$3,800	1.00
Accounting Serv	$0	$9,000	1.1%	$9,000	1.00
Gen Expense	$7,900	$9,000	1.1%	$9,000	1.00
Clubhouse Cleaning	$2,775	$5,000	0.6%	$5,000	1.00
Phone Internet	$2,260	$4,000	0.5%	$4,000	1.00
Next 10 Subtotal	$58,170	$100,800	11.8%	$99,800	0.99
Misc Subtotal (15)	$21,640	$38,700	4.5%	$38,600	1.00
Total Expense	$520,630	**$853,300**	100%	**$851,700**	1.00

Summary – In 2021 we will be showing the revenues as they are collected instead of prorating them on a monthly basis. This will allow a better picture of likely revenue and give us better ability to judge how much unplanned expense we can incur should significant repairs or replacements develop. Revenues are as forecasted for assessments with the miscellaneous income and rental income starting to show positive forecast trends. Total revenues are now $25,000 higher than forecast due mostly to stronger marina rental revenues. Through seven months there are no extra ordinary issues other than February storm damage to the marina and the storm damages to several roofs of our facilities – approximately $50,000. The budget to forecast comparison shows we are on track to cover all these unforeseen expenses. Revenues to expenses show a positive of $50-70,000 for contributing to our reserve accounts as was planned.

ACC Report
08/31/2021

In August we have approved one each of the following:

Dock
Driveway
Generator
Patio
Fence

There are 2 applications pending. One is a new house, and one is a boat cover. The Committee hasn't had a chance to review them. There were no denials in August.

CONSTABLE'S ACTIVITY REPORT
FOR
SEVEN COVES

Dates: July 13 thru August 23, 2021

Calls		8
Arrests		0
Citations		6
Warnings		11
Reports		0
Suspicious Person Vehicle		0
Total Activity		25

Note:

Deed Violation Report
August 31, 2021

Violations-Categorized (Percentage)

10 Vehicle Parking: trailers, boats, atvs, etc. stored in yard/driveway.
3 Unsightly: Trash/misc. items stored in driveway/yard.
9 Yard Maintenance: mowing, edging, weeding, and/or pruning.
5 Garbage and/or Recycle cans.

Violations-Activity

25 Closed: Violation Cured
3 New: first notice
2 2nd Letter not cured.

August 31, 2021

MARINA REPORT

		AVAILABLE	VACANT	TM	LM
DOCK #1	**COVERED**	36	7	80%	86%
	UNCOVERED	30	8	73%	66%
	TOTAL	66	15	77%	
DOCK #2	**COVERED**	54	3	94%	94%
DOCK #3	**COVERED**	60	12	80%	83%
DOCK #4	**COVERED**	28	4	85%	82%
	UNCOVERED	48	6	87%	89%
	TOTAL	76	10	89%	
OVERALL	**COVERED**	178	26	85%	87%
	UNCOVERED	78	14	82%	80%
	TOTAL	256	40	84%	85%