

**Mission Bend No. 5 Association, Inc.**  
**Board of Directors Meeting**  
**January 10, 2024**

The Board of Directors Budget Meeting was held on Wednesday, January 10, 2024, at the Community Volunteer Fire Department (Training Room B) – 16003 Bellaire Blvd, Houston, TX 77083.

**Directors Present:** Baltazar Gutierrez, Lynda Eyberse, Connie Patton, Janice Hayes, & Robert Vallair

**Also in Attendance:** Managing Agent, Kelley Wheeler, CMCA, AMS, representing Crest Management Company.

**GENERAL SESSION**

The meeting was called to order at 5:58 PM.

**Homeowner Open Forum & Guests:** 2 homeowners were present for the meeting.

**Approval of Minutes:** A motion was made, seconded, and carried to approve the minutes from the Board of Directors meeting held on November 8, 2023.

**Financial Report:** The financial statements ending November 30, 2023, were reviewed. Total cash in the Operating Account is \$95,919.54 and Capital Reserves is \$120,000.00. Outstanding maintenance fees for 2023 were \$9,766.31.

**Committee Reports:**

*Architectural Review Committee:* Exterior Modifications Report – 2 applications were received, and both were approved.

**Business**

**Initiation of Collection Actions, Foreclosure Actions, and Deed Restriction Enforcement Actions:**

A motion was made, seconded, and carried to approve the following accounts to be sent to the attorney for **Deed Restrictions:** 3050629032, 3050535033, 3050627028, 3050627041, 3050627038, 3050537017, & 3050526007.

A motion was made, seconded, and carried to approve the following accounts to be sent to the attorney for **Delinquency:** None

**Announcement of Board Decisions Made Between Board Meetings:**

*Upon motion made and duly seconded the motion passed to hereby approve and confirm the following actions of said corporation.*

- November Irrigation Repairs – Growth Services, Inc. – \$1,699.03

**Other Business**

- Annual Meeting – Date: Wednesday, March 13, 2024, at 6:00 pm at the Volunteer Fire Department – Training Room B
- Amendment to the Bylaws – Declining Quorum – Approved
- 2023 Taxes & Audit – Board Approved – Cox CPA – \$3,295.00 – Approved
- Authorization for Lawsuit for Judicial Foreclosure – Account 3050835027 – Approved
- Park Tree Trimming Proposal – Growth Services Inc. – \$1,820.00 – Approved
- Park Pavilion Project – Tabled

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**Schedule of the Next Meeting:** Board Meeting – February TBD, 2024.

**Adjournment:** With no further business, the Open Session portion of the meeting was adjourned at 7:27 PM.

**EXECUTIVE SESSION:**

The meeting was called to order at 7:28 p.m.

The Board reviewed the Enforcement Action Report, Legal Status Report, and Account Receivables.

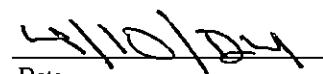
With no other business to discuss, the Executive Session was adjourned back into Open Session, and a recap was given.

**Adjournment:** The meeting was adjourned at 7:38 p.m.

**APPROVAL:**



Authorized Officer

  
Date

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