



STHA BOARD OF DIRECTORS
MEETING MINUTES

DATE: July 27, 2023
PLACE: Zoom Digital Meeting
PRESENT: Ron Brooks, President
John Barreda, Secretary/Treasurer
Sandra K. Denton, General Manager
Lisa Cox, Staff
Michael Dei, Staff
Dana Ippoliti, Staff
Doug McGee, Staff
Dami Roberts, Staff

R. Brooks called the meeting to order at 9:00 a.m.

A MOTION WAS MADE to call the meeting to order. (On motions duly made, seconded and carried, the meeting was called to order.)

All present were welcomed. There were no residents viewing the meeting.

OWNER INPUT TIME

Owner Input Time was opened at 9:01 a.m. No residents had sent anything prior to the meeting. There was no one viewing the meeting and, therefore, no additional requests to provide input.

ADMINISTRATIVE & ROUTINE MATTERS

- Ratified Electronic Decision to Approve Minutes from April 27, 2023, STHA Board of Directors Meeting.
- Ratified Electronic Decision to Authorize S. Denton to Bind Executive & HOA Packages, Excess Liability and Workers Compensation Policies for 2023-2024 Renewal.

CONSENT AGENDA

- Acknowledged Advance Receipt of Board Package.
- Accepted 2022 Audit Report and Authorized R. Brooks to Execute Management Representation Letter When Available.

A MOTION WAS MADE to approve the consent agenda. (On motions duly made, seconded and carried, the motion was passed)

ACTION ITEMS

- Financial Reports
 - i. Reviewed Preliminary June 30, 2023, Financial Reports-M. Dei presented the reports and answered Board questions.

Townhome Association

9600 Scanlan Trace
Missouri City, TX 77459
281.778.0778
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- ii. Update on Collections-M. Dei stated that STHA is 85.37% collected for 2023.
- iii. Reviewed 2nd Quarter 2023 Projection-M. Dei submitted the 2nd Quarter 2023 STHA Projection to the Board for review and noted that the projection is tracking closely to budget. He answered Board questions.
- iv. Update on 2023 Reserve Report-M. Dei stated that the first draft of the report is expected around July 31, 2023.

A MOTION WAS MADE to accept the preliminary June 30, 2023 financial statements. (On motions duly made, seconded and carried, the motion was passed)

- Authorized S. Denton to Engage the Following Service Providers:
 - i. None.
- Discussed/Adopted Policies:
 - i. None.
- Other Action Items-S. Denton stated that there were no other action items to discuss.

NEW BUSINESS

- Planning/Budgeting for 2024-presented the Sienna Associations Planning Schedule for 2024 and stated that it is well underway.
- Other New Business-There was none.

UPDATES

- Resident Advisory Committee-A call for volunteers will happen in the fall of 2023 in preparation for appointment in January, 2024.
- STHA Annual Maintenance-The Board received the report showing details on maintenance done on each STHA property.
- Other Updates-There were none.

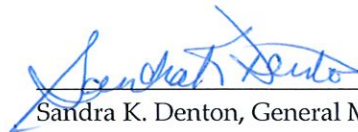
ADJOURN INTO EXECUTIVE SESSION (IF NEEDED) OR ADJOURN – Executive Session not needed.

RECONVENE INTO REGULAR SESSION-ACTION ITEMS

- Report on Executive Session Action-There was no Executive Session on which to report.

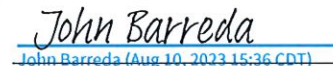
A MOTION WAS MADE to adjourn the regular session meeting at 9:19 am. (On motions duly made, seconded and carried, the motion was passed)

Prepared by:


Sandra K. Denton, General Manager

Approved at the August 7 2023, meeting of the Board of Directors.

Approved by:


John Barreda (Aug 10, 2023 15:36 CDT)
John Barreda,
Secretary