

**THE WOODLANDS TOWNSHIP
BOARD OF DIRECTORS
WORKSHOP MEETING
NOVEMBER 10, 2011
MINUTES**

**THE STATE OF TEXAS §
COUNTIES OF HARRIS & MONTGOMERY §**

The Board of Directors of The Woodlands Township met in regular session, open to the public, on November 10, 2011, posted to begin at 7:30 a.m. The workshop session was held in a meeting room at the office of The Woodlands Township, Board Chambers, 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Chairman Bruce Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb, Director Tom Campbell, and Director Peggy Hausman

DIRECTORS ABSENT: Director Nelda Blair

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager Community Services, Monique Sharp, Assistant General Manager of Finance & Administration, Fire Chief Alan Benson, Susan Welbes, Director of Human Resources, Nick Wolda, Director of Community Relations/CVB President, Karen Dempsey, Management Analyst, Mary Connell, Manager of Community Relations

Pledge of Allegiance:

Director Campbell led the Pledge of Allegiance to the United States flag and Texas State flag.

Call to Order:

Chairman Tough called the workshop session to order at 7:30 a.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouses of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

Consider and act upon adoption of the meeting agenda;

MOTION: Motion by Secretary Hunter to adopt the agenda as presented; second by Vice Chairman Matthews

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Campbell
 Director Hausman

Nays: None

Abstentions: None

Absent: Director Blair

ACTION: Motion passed unanimously (6-0).

Recognize Public Officials:

No public officials were recognized.

Public Comment;

The following members of the public addressed the Board:

- **Jim Bird**-Woodlands Parkway noise abatement
- **Karl Collins**-Woodlands Parkway noise issue
- **Enrique Bendesky**-Woodlands Parkway noise issue
- **Tom O'Neill**-Woodlands Parkway noise issue
- **Paul Lancaster***-Player Golf Course maintenance facility trash/sludge problems
- **Lyndon Evans**-Woodlands Parkway noise issue
- **Roger Johnson**-FM 2978 noise issue

***Note:** Director Hausman requested that Mr. Lancaster's concerns regarding the Player Golf course maintenance facility issues be placed as a Briefing Item on the November 16, 2011 Board of Directors regular meeting agenda.

The Public Comment Sign-In Sheet and handout material are attached hereto as Exhibit "A."

Note: The next two items were then taken out of order.

MOTION: Motion by Director Hausman to receive agenda items 13 and 14 prior to discussion of potential Consent Agenda items; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Campbell
 Director Hausman

Nays: None

Abstentions: None

Absent: Director Blair

ACTION: Motion passed unanimously (6-0).

Receive, consider and act upon adoption of a resolution regarding the widening of Woodlands Parkway from Grogan's Mill Road to East Panther Creek Drive;

Miles McKinney provided a summary of this item and then read a resolution regarding noise mitigation for the Woodlands Parkway project for the Board's consideration. Board discussion then followed. It was suggested that Commissioners Ed Chance and Craig Doyle be invited to the November 16, 2011 regular Board of Directors meeting to discuss concerns presented by residents affected by traffic and road noise on Woodlands Parkway.

Mr. McKinney recommended that following adoption of the resolution that it be filed with the Texas Department of Transportation as the position of The Woodlands Township regarding the proposed widening of Woodlands Parkway from Grogan's Mill Road to East Panther Creek Drive.

This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon approval of a funding agreement for professional services to measure traffic noise in the Sterling Ridge Montfair neighborhood adjacent to FM 2978;

Miles McKinney provided a summary of this item with a recommendation that the Board consider authorizing staff to enter into a professional services contract with a noise measurement firm, in an amount not to exceed \$10,000 to measure and report roadway noise levels at locations in the Montfair neighborhood adjacent to highway FM 2978. Board discussion followed.

It was suggested that the scope of the study be expanded to other sites and that an extra \$2,000 be spent on the project. It was also suggested that before any funds are spent that a dialogue should be entered into with the County Commissioners. Don Norrell commented that certain projects, such as the Woodlands Parkway expansion, already have funding sources and that this should be determined before the Board expands the scope of the study.

This item will be brought forward with additional information to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

A Memorandum regarding sound mitigation requests from residents is attached hereto as Exhibit "B".

Note: The following two Briefing Items were then taken out of order:

Receive a presentation from the Greater Houston Partnership and Opportunity Houston;

Nick Wolda introduced Craig Richard, Senior Vice President of Economic Development with the Greater Houston Partnership (GHP) and Opportunity Houston. Mr. Richard thanked the Board for its membership in the GHP and then presented a brief overview of some of the marketing support and representation that the GHP has used in promoting The Woodlands.

Quarterly reports from the GHP to The Woodlands Township for the period January 1, 2011 through September 30, 2011 are attached hereto as Exhibit "C".

Receive and consider a presentation from the South County Woodlands Economic Development Partnership;

Gil Staley, Chief Executive Officer with The Woodlands Area Economic Development Partnership (EDP), presented The Woodlands Area EDP 2010/2011 Annual Report. Mr. Staley highlighted organizational accomplishments, business recruitment and business retention efforts used by the EDP.

A 2010/2011 Annual Report from The Woodlands Area EDP is attached hereto as Exhibit "D".

Receive, consider and act upon a proclamation in support of Veterans Day;

Chairman Tough called on Director Campbell to read a proclamation recognizing the contributions of servicemen and women around the world to the cause of peace and freedom. The Chair then publicly recognized veterans in attendance at the meeting.

MOTION: Motion by Director Campbell in support of the proclamation; second by Secretary Hunter

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Campbell
 Director Hausman

Nays: None

Abstentions: None

Absent: Director Blair

ACTION: Motion passed unanimously (6-0).

A proclamation in support of Veterans Day is attached hereto as Exhibit "E".

Note: The Chair recessed the public meeting at 8:58 a.m. for a short break and then reconvened in public session at 9:05 a.m.

Receive and consider a presentation from The Woodlands Running Club regarding Runner Friendly Designation;

Chairman Tough accepted a plaque designating The Woodlands as a Runner Friendly Community. The presentation was made by Randy Bradley and Kathleen Eaton President and Secretary, respectively of The Woodlands Running Club.

The Executive Summary for this item is attached hereto as Exhibit "F".

Receive and consider a presentation from the League of American Bicyclists regarding Bike Friendly Community Designation;

Chairman Tough accepted a plaque designating The Woodlands as a Bike Friendly Community at the bronze level. Robin Stallings, Executive Director of Bike Texas, and Gail Spann, League of American Bicyclists, National Board of Director made the presentation.

The Executive Summary for this item is attached hereto as Exhibit "G".

POTENTIAL CONSENT AGENDA

(This agenda consists of non-controversial or "housekeeping" items required by law that will be placed on the Consent Agenda at the next Board Meeting and may be voted on with one motion. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request.)

Receive, consider and act upon approval of the minutes of the October 20, 2011 Board Workshop, October 20, 2011 Special Board Meeting and the October 26, 2011 Regular Board Meeting of the Board of Directors of The Woodlands Township;

Chairman Tough asked the Board to review the minutes in preparation for the November 16, 2011 regular Board meeting. There were no corrections to the minutes. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon a proclamation in support of "Pancreatic Cancer Awareness Month" (proclamation will be read at the November 16, 2011 Board of Directors meeting);

Chairman Tough informed the Board that the above proclamation will be read at the November 16, 2011 regular Board meeting. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon renewal of Service Agreement with the Greater Houston Partnership;

Staff recommended that the Board approve a service agreement with the Greater Houston Partnership at a level of \$25,000 for 2012. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon renewal of Service Agreement with South Montgomery County YMCA;

Staff recommended that the Board approve a service agreement with South County YMCA for the Partners of Youth Program at a level of \$50,000. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon renewal of Service Agreement with The Friendship Center;

Staff recommended that the Board approve renewal of a service agreement with The Friendship Center in an amount not-to-exceed \$47,500 for transportation services. Board discussion followed. It was the decision of the Board to pull this item from the Consent Agenda. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon renewal of Interlocal Service Agreement with Montgomery County for the interim funding of Justice of the Peace and Constable, Precinct 3;

Staff recommended that the Board approve renewal of a service agreement with Montgomery County for services provided by the Montgomery County Constable's Office-Precinct 3 for one deputy constable in an amount of \$113,900 and Montgomery County Justice of the Peace-Precinct 3 for one full-time clerk in an amount of \$52,221. Board discussion followed. It was the decision of the Board to pull this item from the Consent Agenda. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon renewal of Public Safety Service Agreement with Harris County Precinct 4 Constable;

Staff recommended that the Board approve the Public Safety Service Agreement with Harris County for services provided by the Harris County Constable's Office-Precinct 4 in the amount of \$188,756. Board

discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon renewal of Public Safety Service Agreement with Montgomery County for the provision of Law Enforcement Services;

Staff recommended that the Board approve the renewal of the Interlocal Agreement with Montgomery County for the provision of Law Enforcement Services through Montgomery County Sheriff's Office. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon appointments to the Booking & Blocking Committee of The Woodlands Township;

Staff recommended that Tink Horning be appointed to serve a two-year term on the Booking & Blocking Committee and that Sheron Jones of The Woodlands Waterway Marriott & Hotel Convention Center be reappointed to a one-year term on the Booking & Blocking Committee. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon award of bids for pool chemicals;

Staff recommended that the Board award the bid to Progressive Commercial Aquatics for the supply of pool and fountain chemicals in 2012. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon award of contract for custodial cleaning maintenance at 2801 Technology Forest Boulevard;

Staff recommended that the Board award bid of a three-year custodial cleaning maintenance with Gracey's Commercial Cleaning Service for custodial cleaning services at 2801 Technology Forest Boulevard. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon award of contract for landscape maintenance at 2801 Technology Forest Boulevard;

Staff recommended that the Board award a three-year landscape maintenance services agreement with the Brickman Group for maintenance of 2801 Technology Forest Boulevard. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon approval of a phone system lease for Fire Station 7;

Staff recommended that the Board approve the phone system lease with Cisco Systems Capital. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon a request from the City of Houston to concur with selected projects to be funded under the Regional Participation Agreement between The Woodlands Township and the City of Houston;

Chairman Tough informed the Board that the City of Houston submitted a request for a funding increase in the amount of \$1,400,000 for the Lake Houston Wilderness Park project. This project was previously approved to receive funding from the Regional Participation Agreement (RPA) in the amount of \$4,850,000. Proposed improvements to the Wilderness Park include a new restroom/shower facility, a bridge over Peach Creek and additional cabins. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon candidate nomination for the Montgomery Central Appraisal District and approve a resolution in connection therewith;

Staff recommended that the Board authorize a resolution casting its votes as a Conservation and Reclamation District for Carmen "Biff" Picone. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon candidate nomination for the Harris County Appraisal District and approve a resolution in connection therewith;

Staff recommended that the Board authorize a resolution casting its vote for one of four individuals running as a candidate for the Conservation and Reclamation District. Mr. Norrell informed the Board that Mr. Glenn Peters is the incumbent candidate. Board discussion followed. As there were no candidate bios available at this time, it was the decision of the Board to pull this item from the Consent Agenda. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon revisions to The Woodlands Township Personnel Policy Manual;

A summary of revisions to the Township's Policy Manual that were either due to changes in the law or recommended by managers was presented in an Executive Summary. Staff recommended that the Board approve the recommended revisions and additions to The Woodlands Township Personnel Policy Manual as outlined in the Executive Summary. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon cancellation of the December 8, 2011 Board of Directors regularly scheduled workshop and the December 14, 2011 regularly scheduled Board meeting of The Woodlands Township Board of Directors;

The Board decided to cancel the December 8, 2011 Board of Directors regularly scheduled workshop and the December 14, 2011 regularly scheduled Board meeting of The Woodlands Township Board of Directors. However, a special Board meeting was scheduled for Wednesday, December 14, 2011 at 10:00 a.m. at 2801 Technology Forest Boulevard regarding a tax abatement item. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon a schedule of meeting dates for The Woodlands Township Board of Directors for calendar year 2012;

Chairman Tough referred the Board to a proposed 2012 meeting schedule. Board discussion followed. A request was made to pull this item from the Consent Agenda. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon conveyance of Restricted Open Space Reserves (ROSR) in the Village of Creekside Park: Section 10 ROSR A; Section 10 Partial Re-plat ROSR B; Section 11 ROSRs B & E; Section 12 ROSR A; and Section 13 ROSR B;

Staff recommended that the Board accept conveyance of Restricted Open Space Reserves (ROSR) in the Village of Creekside Park: Section 10 ROSR A; Section 10 Partial Re-plat ROSR B; Section 11 ROSRs B & E; Section 12 ROSR A; and Section 13 ROSR B upon the removal of construction debris and dead trees identified by The Woodlands Township Parks and Recreation Department. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon an addition to the 2011-2013 Park and Pathway Maintenance Agreement with BIO Landscape & Maintenance, Inc. for pathways in the Village of Creekside Park;

Staff recommended that the Board approve the addition to the Park and Pathway Maintenance Agreement with BIO Landscape & Maintenance, Inc. for the pathways in the Village of Creekside Park identified for \$202.24 per year. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon authorizing the engagement of disclosure counsel in connection with the issuance, sale, and delivery of Unlimited Tax Bonds, Series 2012, to be sold by The Woodlands Township;

Staff recommended that the Board authorize the engagement of Fulbright & Jaworski as disclosure counsel in connection with the issuance, sale, and delivery of Unlimited Tax Bonds, Series 2012. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon authorizing payment of legal services rendered by Schwartz, Page & Harding, L.L.P.;

Staff recommended that the Board authorize the payment of invoices totaling \$327,936.88 for legal services rendered by Schwartz, Page & Harding, L.L.P. for the period October 1, 2010 through September 30, 2011. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

BRIEFINGS

Receive and consider an update regarding the Governance Planning Process for The Woodlands;

Staff provided background information on this item. The Board was informed that the financial consultants are currently working on developing the financial model and a Public Involvement Plan that will commence during the first quarter of 2012. Consultants with Partners for Strategic Action are currently developing a not-to-exceed budget for 2012. The 2012 budget will be brought before the Board for approval at a future meeting. Board discussion followed.

POTENTIAL REGULAR AGENDA

(This agenda consists of items that will be placed on the Regular Agenda at the next Board of Directors' meeting.)

Receive, consider and act upon a resolution regarding guidelines and criteria for considering tax abatement agreements by The Woodlands Township;

Staff recommended that the Board adopt the same guidelines established by Montgomery County for consideration of tax abatements. Board discussion followed. It was the decision of the Board to place this item on the Consent Agenda for consideration and action at the November 16, 2011 regular Board meeting.

Receive, consider and act upon a tax abatement agreement between The Woodlands Township and Black Forest Ventures, owner and R.P.C. Inc., tenant;

This item was deferred until the December 14, 2011 special meeting of the Board of Directors.

Receive, consider and act upon a tax abatement agreement between The Woodlands Township and J.D. Warmack, Woodlands Limited Partnership, owner and Repsol Services Company, tenant;

This item was deferred until sometime in 2012.

Receive, consider and act upon amendment to the tax abatement agreement to acknowledge change in ownership status for new owner USO Landlord (TX) LLC and tenant US Oncology Corporate, Inc., affiliated with McKesson Corporation;

Staff provided background information on this item and informed the Board that there were some organizational changes, but no changes to the abatement agreement itself. Board discussion followed. It was the decision of the Board to place this item on the Consent Agenda for consideration and action at the November 16, 2011 regular Board meeting.

Receive, consider and act upon an agreement for professional services related to government relations;

Staff provided background information on this item. The Board was informed that a Request for Information (RFI) for professional services related to government relations was sent out and submissions are due on November 11, 2011. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon Senate Bill 100 regarding election issues;

Staff recommended that the Board approve the continuation of May elections utilizing the Montgomery County Elections Office through a service agreement. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon approval of a lease agreement between The Woodlands Township and the Rowing Club of The Woodlands;

Staff recommended that the Board approve a Ground Lease Agreement between The Woodlands Township and the Rowing Club of The Woodlands. Board discussion followed. It was the decision of the Board to pull this item from the Regular Agenda. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Consent Agenda.

Receive, consider and act upon adoption of a resolution to tax tangible personal property in transit which would otherwise be exempt pursuant to Texas Tax Code, Section 11.153 (a public

hearing will be held and items related will be acted upon at the November 16, 2011 Board of Directors meeting);

Staff recommended that the status quo be maintained by holding a public hearing on this item and adopting a resolution to continue to tax goods in transit. Monique Sharp provided clarification on this item. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon a Memorandum of Understanding with the City of Shenandoah relating to the provision of services for areas that have Woodlands Covenants and are not within the boundaries of The Woodlands Township;

Staff recommended that the Board approve a Memorandum of Understanding with the City of Shenandoah for a five year period. Board discussion followed. This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Note: The following two items were taken out of order.

Receive, consider and act upon approval of a Preliminary Official Statement relating to the issuance, sale, and delivery of The Woodlands Township's Unlimited Tax Bonds, Series 2012, in an amount not to exceed \$4,205,000;

This item will be acted upon at the November 16, 2011 Board of Directors meeting. A special Board meeting will be held in January 2012 for the actual sale and delivery of the Bonds.

Receive, consider and act upon canvassing the returns of the Adoption Election held within The Woodlands Township on November 8, 2011, and adoption of an Order in connection therewith (this item will be acted upon at the November 16, 2011 Board of Directors meeting);

Staff provided background information on this item. Board discussion followed. The Board will take action on this item at the November 16, 2011 regular Board meeting.

Receive, consider and discuss time consideration of Board meetings;

Chairman Tough called on Steve Leakey, President of Alden Bridge Village Association, to provide an objective analysis of overall Board operations. Mr. Leakey provided a handout to the Board and then shared some thoughts and ideas regarding how the Board could accomplish taking care of business in less meeting time. Board discussion followed. Chairman Tough proposed bringing this item back at a later date for a strategic planning discussion to possibly look at implementing a policy that would make Board meetings more time efficient.

Handout material is attached hereto as Exhibit "H".

CLOSED MEETING (if applicable)

Recess at 10:42 a.m. to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matter pursuant to §551.074, Texas Government Code; and to consult with The Woodlands Township's attorney concerning pending litigation pursuant to §551.071, Texas Government Code;

Reconvene in Public Session at 11:32 a.m.;

Chairman Tough announced that it was not necessary to take action at this time on items discussed during Executive Session.

Note: Secretary Hunter did not return to the meeting following Executive Session due to a prior commitment.

Receive, consider and act upon President/General Manager's performance review and compensation;

This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon amendment of a land lease agreement between The Woodlands Township and Montgomery County in regards to the reconstruction of Central Fire Station;

This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

Receive, consider and act upon a resolution dissolving The Woodlands Fire Department, Inc. and in connection therewith and authorize the President/General Manager to employ all Woodlands fire Department firefighters and employees as employees of The Woodlands Township, beginning January 1, 2012;

This item will be brought forward to the November 16, 2011 regular Board meeting for consideration and action under the Regular Agenda.

ADMINISTRATIVE REPORTS;

Community Services: No report

Community Policing: No report

The Woodlands Fire Department: No report

The Woodlands Convention & Visitors Bureau: presented by Nick Wolda

- Ice Rink preview this coming week-end
- Lighting of the Doves and International Winter on the Waterway to be held November 19, 2011

DISCUSS FUTURE AGENDA/ANNOUNCEMENTS

Consideration of items to be placed on the agenda for next month's meeting;

There were no items presented.

Board announcements;

There were no Board announcements.

Public comment; and

- Alden Bridge Village Association (VA) Report: Steve Leakey, President of Alden Bridge VA, reported that Director Hunter attended the last Board meeting; the Board modified the by-laws to accept online voting on resolutions and by-law changes; Board passed a resolution making Melody Bush the official Board treasurer.

Adjourn

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 11:36 a.m.

MOTION: Motion to adjourn by Treasurer Robb; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Treasurer Robb
 Director Campbell
 Director Hausman

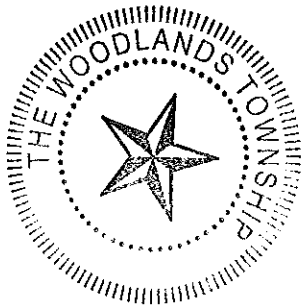
Nays: None

Abstentions: None

Absent: Secretary Hunter
 Director Blair

ACTION: Motion passed unanimously (5-0).

(SEAL)




Claude Hunter
Secretary, Board of Directors

EXHIBIT OMISSIONS*

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "D"

EXHIBIT "E"

EXHIBIT "F"

EXHIBIT "G"

EXHIBIT "H"

***To view Exhibits, please contact the Records Management Analyst at 281-210-3800.**