

**BRYN MAR HOMEOWNERS ASSOCIATION
Emergency BOARD MEETING
July 1, 2001**

Where: Nolan Brawley's Home, 1716 Beretta Drive

Attendees: Nolan Brawley, Sara Bowling, Brian Early, and Patty Dillon. Betty Morrison submitted comments by e-mail.

Objectives:

- Clarify HOA Position / Covenants, Conditions and Restrictions (CC&R) Regarding the Construction of Structures, Buildings, Fences, Walls etc., on Bryn Mar Lots
- Appoint an Architectural Review Committee (ARC), and clarify its Role and Responsibilities
- Establish Criteria Consistent with CC&R and a Process for ARC Evaluation and Approval
- Agree on a Plan of Action Moving Forward

Agenda:

4:00 p.m.	Review Objectives and Agenda	NB
4:05 p.m.	Discussion/Clarification of CC&R Articles V & VI	Board
4:15 p.m.	Appoint / Approve an ARC	Board
4:20 p.m.	Establish Criteria and Process – Guidelines for ARC	Board
4:30 p.m.	Agree on Plan of Action Moving Forward	Board

Meeting Summary Notes:

- The Board of Directors appointed and approved an Architectural Review Committee (ARC) as follows:
 - Sara Bowling, 2105 Morgan (Board Member);
 - Jennifer Bates, 2104 Lamplighter Dr.;
 - Debby Cook, 1712 Beretta Dr.
- Their role and responsibilities and process for review / approval are outlined in Article VI of the CC&R, page 12. The CC&R (Article VI) provides guidelines for ARC's decisions to include "Conformity and harmony of external design with existing structure". The Board extended the statement to read: "Conformity and in conjunction with Flower Mound requirements". Approval of Homeowner proposals will require 2/3 vote by the ARC. The Board of Directors will settle all disputes. All proposed and approved homeowner plans will be filed with the HOA's secretary as official record.
- There is an existing ARC Form for homeowner's to use for submitting their proposals to the ARC. The Board will review this form / approve or adapt / approve a new form in the next week. The approved form will be published in our first newsletter and on our website. Forms can also be obtained from the ARC.

- Please note that The Board of Directors will respond to all complaints of existing structures, buildings, fences, walls, etc., that don't meet the criteria outlined in Article VI (p.12) of the CC&R. The Homeowner in question will be sent a certified letter from the Board of Directors.
- The Board of Directors agreed to retain Reid Heller, Attorney of Law of Dallas counsel regarding above issues (subject to approval of proposal). Sara Bowling will contact Mr. Heller for a proposal.
- Board agreed that the August HOA meeting should be orientation/information meeting.
- The Board approved the following Plan of Action (POA) moving forward:

POA Moving Forward:

Action Item	Who	When
1. Meet with ARC members for orientation	SB	This week
2. Distribute this "draft" meeting summary document to the Board for comment / approval (Please return comments to N. Brawley by Thursday, July 5)	NB	July 5
3. Publish approved meeting summary document on website and in our July newsletter	SB	July 5
4. Include above as an agenda item for August meeting	NB	August 6
5. Develop "Draft" Agenda for August HOA meeting for Board review and approval	NB	July 20
6. Contact Beverly Coghlan for copy of draft newsletter and ARC form	NB	Completed
7. Confirm August HOA meeting date and place to Nolan	BC	July 2