

MINUTES

ANNUAL MEETING of the MEMBERS of BAYOU ISLAND HOMEOWNERS ASSOCIATION, INC.

Thursday, January 8, 2026

Summit Room, Memorial Drive Presbyterian Church

1. **Joe Henkel**

Welcome. At 7 o'clock, the Chairman, **Joe Henkel**, welcomed everybody to the meeting.

Call to Order. The Chairman then called the meeting to order and announced that this was the annual meeting of members of the Bayou Island Homeowners Association, Inc. and that the Secretary of the HOA, **Jie Shen**, had given email notice of the meeting to all homeowners on Friday, December 26, 2025.

In the absence of Ms. Shen, who was away on business, Mr. Henkel appointed **Mike Harrington** to act as the Secretary of the meeting. He then asked Mr. Harrington: **Do we have a quorum?**

2. **Mike Harrington**

Declaration of Quorum. Mr. Harrington announced the presence at the meeting, in person or by proxy, of a total of 29 (out of 32 total) members who are entitled to vote at the meeting, thus constituting a quorum.

3. **Reports of Officers.**

Joe Henkel began the officers' reports by commending the retiring directors, **Jie Shen**, **Kathie Ong** and **Hassan Sedaghat**, as well as all those other residents who had agreed to stand for election (or re-election) to the Board. He also praised several other residents for lending their time and talent to help the HOA.

Next, Mr. Henkel called upon **Han Seah** to address the meeting. Mr. Seah briefed the meeting on several key developments during 2025, including water usage monitoring and reduction, gate and security system updates, the installation of license plate readers at the entrance gates and repairs to, and repainting of, the guard house and fencing.

Following Mr. Seah, the Treasurer, **Brian Ho**, reported on HOA financial matters. Prior to commencement of the meeting, Mr. Ho had distributed to all members in attendance copies of the Balance Sheet and Profit and Loss Statement for December 31, 2025 and the year then ended. He also handed out the Budget for 2026. He noted in particular the \$163,841.32 of HOA funds on deposit at yearend and the HOA's operating profit for 2025 of \$20,744.27. As for the 2026 Budget,

Mr. Ho noted that it projects total expenditures of \$104,000 (including a contingency reserve of \$24,000), which equates to \$3,250 per homeowner lot.

4. Election of Directors.

As permitted by the corporate bylaws of the HOA, in December 2025 the Board had decreased the number of directors to be elected at the meeting to seven from eight. Prior to the vote, the Chairman called upon each of the eight candidates for election to the new Board to address the meeting as to the candidates' background and qualifications for office. The candidates spoke in alphabetical order, beginning with **Claudia Burch** and continuing through **Simon Zhang**.

Mr. Harrington then passed out ballots to all members at the meeting, and in due course he collected the ballots and gave them to **Bill Kottwitz** to tally.

5. Prewett Report.

While awaiting the outcome of the Board election, the meeting heard from **Bill Prewett** of Prewett, Read & Associates, landscape architects. Mr. Prewett presented an audio-visual report on possible upgrades to the trees, shrubbery and other vegetation in the common area of the HOA as well as the electrical system in that area. He also fielded related questions from the members.

Reggie Spiller pointed out that the HOA would need permission from the adjoining landowner prior to undertaking work on the area to the south of the entrance drive that the HOA maintains that is actually owned by the landowner.

6. Election Results.

At this point in the meeting, Mr. Harrington reported the results of the voting as tallied by Mr. Kottwitz. He announced that each of **Claudia Burch, Jody Harrington, Brian Ho, Joe Henkel, Adrian Jensen, Han Seah** and **Simon Zhang** had been elected to serve as a director until the next annual meeting of the members and until his or her successor has been elected and qualified.

7. Adjournment.

Joe Henkel adjourned the meeting at approximately 8:15 p.m. He invited interested members to remain for an informal discussion. Several members participated in this discussion, including **Patrick Le Feuvre** who expressed concern with an adjoining landowner's dumping of construction or other debris on the part of his land that is subject to the HOA's drainage easement and asked what might be done about it.

Hernan Guajardo asked the Board whether and to what extent dealing with erosion remains a priority of the Board. Mr. Spiller urged the Board to replace the ruptured drain pipe. In response, Mr. Henkel pointed out that various board members have spent extensive time over the last five years dealing with erosion issues, including scheduling and attending meetings with the Harris County Flood Control District, the City Flood Control Department and at least two engineers. These governmental entities, Mr. Henkel stated, consider Buffalo Bayou as a natural waterway, and they have declined to help manage its impact on our HOA. The engineers the

HOA has consulted have indicated that the “band aid” efforts to check erosion that the HOA has undertaken in the past – mostly laying concrete sacks and planting vegetation – are beneficial, but they are not effective to check erosion resulting from severe weather conditions like hurricanes. Protecting against erosion due to severe conditions would cost in the range of millions of dollars. Therefore, the Board’s consensus has been to continue our past practice to: (1) address problem areas with “band aid” remedies; and (2) monitor erosion problems and look for possible longer-term solutions as soil and weather conditions, engineering and technology evolve.

No final conclusions or plan of action resulted from any of these discussions.

After about half an hour, Mr. Henkel announced it was time for the newly elected Board of Directors to convene an organizational meeting to elect officers.

Mr. Henkel invited all HOA members who wished to remain to listen in to the Board meeting.

Board of Directors Organizational Meeting

Joe Henkel, as President, called the organizational meeting of the newly elected Board of Directors to order. At his request, Mr. Harrington acted as interim Secretary of the meeting in the absence of Ms. Shen. All seven of the newly elected directors were present.

Joe Henkel stated that the only purpose of the meeting was to elect officers for the current year. He proposed the following nominations of officers of the HOA, including Mr. Harrington as counsel.

- **President, Han Seah;**
- **Vice President, Joe Henkel;**
- **Treasurer, Adrian Jensen;**
- **Secretary, Jody Harrington; and**
- **HOA Counsel, Mike Harrington.**

The board unanimously approved the slate of officers for 2026. The three members of the Board not elected to an office will serve as directors at large. There being no further business to come before the meeting, the meeting adjourned at approximately 8:50 p.m.

Respectfully Submitted,

Mike Harrington, Acting Secretary