

# BAYOU ISLAND PARK HOMEOWNERS ASSOCIATION, INC.

## Minutes of Board Meeting Held on December 1, 2025

The Board of Directors of Bayou Island Park Homeowners Association, Inc. met at the home of the President, Joe Henkel, on Monday, December 1, 2025, email notice of the meeting having been given by the Secretary, Jie Shen, to all members on November 19, 2025.

Directors present were Joe Henkel, Claudia Burch, Kathie Ong, Brian Ho, Hassan Sedaghat, Han Seah, and Simon Zhang. Also present at the meeting were Reggie Spiller, Scott Holliday, Adrian Jensen and Mike Harrington, counsel to the HOA. In the absence of Jie Shen, the President requested Mr. Harrington to transcribe the minutes of the meeting.

A quorum of the Board being present, the President called the meeting to order at approximately 7:05 p.m. The Board took the following action:

1. **Annual Meeting of Members**. Upon motion made by Ms. Burch and seconded by Mr. Sedaghat, the directors unanimously resolved that the Annual Meeting of Members will be held on Thursday, January 8, 2026, in the Summit Room of Memorial Drive Presbyterian Church.
2. **2026 Budget**. Mr. Seah reported on financial matters, and to that end he distributed projected Cash Flow and Profit and Loss Statements for 2025 and a proposed budget for 2026. A lengthy discussion followed. As part of that discussion, the consensus was to target the maintenance of a cash reserve of approximately \$50,000 as a contingency fund for unforeseen events such as damages BIP experienced from storms in the recent past.
3. **2026 Assessment**. Following the discussion of the 2026 budget, the Board addressed the appropriate rate of the Annual Assessment for 2026. After full discussion and upon motion duly made and seconded, a majority of the directors voted in favor of an Annual Assessment of \$3,250. The Board further agreed that, prior to year-end, the Treasurer, Mr. Ho, will distribute invoices to the members of the HOA for that amount.
4. **Water Usage**. As part of the discussion of the foregoing financial matters, the President initiated a discussion of the feasibility and desirability of assessing homeowners for their proportionate shares of water currently paid for by the HOA. Conflicting views were expressed, and no action was taken on the matter.
5. **Landscaping/Beautification Project**. The Board also discussed the desirability of upgrading or beautifying the common area between the main gates and Gessner Rd. In the absence of any specific plan or proposal, the President solicited some preliminary views from the directors as to how expensive a project they might eventually support. Conflicting views were expressed, and no action was taken on the matter.

6. **Adjournment**. The President adjourned the meeting at approximately 9 p.m.

Respectfully submitted,

Mike Harrington, Acting Secretary