

**LONGWOOD OWNERS' ASSOCIATION, INC.**  
**QUARTERLY MEETING**  
**MARCH 26, 2025, 6:30 PM**  
**CARRIAGE INN**

The meeting was called to order by President, Tyler Avenell at 6:30 pm. Board members present were: Patricia Quinlan, Cheryl Stark, Amber Adams, and Becky Muse. A quorum was called. The Board welcomed residents Joe Pennington #11, Jacob Pennington #11, Meredith Dunaway #3, Tracy and John Merdian #21, and Dot Jensen #61.

Notice of the meeting was posted on the Longwood website and signage posted on the guardhouse. Actions and motions will be documented in the minutes, distributed by email, and posted on LongwoodinConroe.com.

**President**

Tyler Avenell stated that officers of the Board needed to be decided at this meeting. The positions were filled as follows:

President Tyler Avenell

Vice President Amber Adams

Treasurer Cheryl Stark

Secretary Becky Muse

Property Manager Patricia Quinlan

Vickie Frame will continue as ACC chair.

**Treasurer**

Cheryl Stark presented the first quarter financials supplying copies to all present.

**Property Manager**

Patricia reported that all maintenance work on the entrance gates has been completed. She suggested the Board consider a yearly maintenance on the gates considering their age. The cost would be approximately \$550/year for both gates. The Board voted to go forward with the suggestion. It was also noted that there is rebar extending out of the ground that needs to be cut back so as not to be a hazard.

The guard shack needs the A/C replaced and a leaky faucet replaced. Paul Harbison has found a replacement air conditioner that will fit into the existing opening for \$500. He will be contacted to purchase and install it. The faucet will also be replaced.

The cameras have been repaired and are up and working.

It was brought to the attention of the Board that there is no light on the gate keypad at night. Tyler will be looking into the best way to get lighting for the pad.

Tachus has completed their installation in Longwood.

Patricia noted that there are 3 homes for sale in the neighborhood, #17, #36, and #54. The owner of #28 contacted Patricia asking for building information. She provided what they needed and talked with them about our regulations and requirements for the area.

Secretary

The minutes were approved as written.

Closed Session

The Board members reviewed violations of Longwood Homeowners' Assoc. rules and regulations. The Board will consider and vote on referring owners who have violated or are violating the Association's governing documents, or have delinquent accounts over to the Association's attorney for compliance.

With no further business, the meeting was adjourned.

Respectively submitted,

Becky Muse

With no further business, the meeting was adjourned.