

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OAKWOOD GLEN HOMEOWNERS ASSOCIATION, INC.**

**February 20, 2018
17902 Hawk Haven
Spring, Texas 77379**

CALL TO ORDER

With prior written notice by the President and a quorum of Directors present, the meeting was called to order at 7:06pm. Board members in attendance were President Mike Harris, Vice President Ken Clark, Treasurer Linda Clarke, Secretary John Goff, Directors Jack Eannarelli, Nicole Loreth, Kristen Ricketts, Greg Gillis and Patty Inzana. Also in attendance were Sterling Association Services Inc. representative Gina Keller, homeowners and guests per the sign in sheet.

Meeting Agenda

The agenda was reviewed by the Board. A motion to approve the agenda as posted was made by John Goff, seconded by Ken Clark and unanimously approved.

Meeting Minutes Approval and Actions between Meetings

- Minutes for the January 16, 2018 Board Meeting were approved by a majority vote via email on February 4, 2018
- The Board authorized the installation of a garage door opener for \$475 by email vote on January 26, 2018.
- Mike Harris authorized A+ Castle Plumbing to make an emergency repair on the water line to the clubhouse on February 08, 2018.

SECURITY REPORT

Deputy Tomte provided the statistics from November 20, 2017 through February 17, 2018. There were not too many issues during this timeframe. There were some BMV's, Criminal Mischiefs, Identity Theft and a couple of family disturbances. There was one hit and run, however this is still under investigation.

OLD BUSINESS

Treasurer Report - Manager, Gina Keller presented the Treasurer's Report. Cash accounts total \$461,194.89. Operating account is \$267,088.60 comprised of New First checking, New First Money Market and Amegy checking. Reserve Fund accounts total \$294,770.92, which are comprised of (2) LPL Financial account, Amegy MM and Woodforest Bank C.D. account. Checks from operating account totaled \$24,385.32. Assessment percentages for 2015 are at 98.2%, 2016 are at 96.3% 2017 are at 92.1% and 2018 are at 60.2%.

Deed Restriction Committee Report

D/R Summary – A total of 217 letters were sent out for compliance as follows:

No ACC or ACC Related – 6, Animals (loose dogs/chickens) – 2, A/C unit – 1, Expired Tags – 3, Lot Maintenance – 107, Garbage – 5, Landscaping Maintenance – 33, Trailers, Boats, RV's – 35, Parking violations -37, Stored items – 12, Decorations – 2 and Temporary Structure -4. There are 16 violations currently on "hold" or being "monitored" for compliance based upon calls or emails to the management company requesting additional time.

Audit 2013 – 2013 Audit is in progress. Request was received from Kara at Canady & Canady to see when the board would like to get started on 2017 audit. Manager recommends they might get both sets of records at the same time. Focus on 2017 audit first and then move on to 2013, as boxes are not all properly marked.

Architectural Review (ARC): – Greg Gillis reported that there were four (4) ACC request submitted since the last meeting, one for a patio cover, two for painting and one for a roof. One request was

approved and three are awaiting additional information.

Contract Update: The ADT account has been terminated. AT&T invoices were pulled and Treasurer, Linda Clarke and Mike Harris went over items that were listed on the bills to determine which items were not needed. Manager, Gina Keller contacted AT&T. There were previously two bills being sent each month. Now all accounts will be on one bill and the total has gone from over \$ 5803 annually to approximately \$1625.

Pool Bids – Additional bids have been requested and received. The board reviewed and discussed the bids as well as how the pool management was handled last season. Upon discussion, a motion to accept the bid from Texas Aquatic and Pool Management was made by Ken Clark, seconded by Nicole Loreth and unanimously approved by all. Gina will notify Paul Bivens, owner and have a contract prepared to be executed at the next meeting.

Phase III of front park project: Phase III has not been completed; as soon as there are a few days of warm weather this should be done.

Update on installation of New surveillance camera system for club house: Installation is ongoing.

Garage Door: The garage door on the storage unit at Hawk Haven which was previously approved for replacement was replaced. Upon arrival, the company offered to add an electronic opener for an additional \$475. Board voted via email to approve the expenditure.

Update on Pavilion Painting and painting metal gates: Gina contacted Property Services, who has been contracted to do repairs and paint the pavilion. They stated that the work will be scheduled when the outside temperature is at least 50 degrees to allow them to paint. This project should begin soon.

Wood Fence: The fence at the pool is complete except for a section that the Association failed to procure a bid on. This section of the fence backs up to a homeowner's property on the cul-de-sac and belongs to the HOA, which was unknown during the bid process. Once this section is replaced the project will be complete. The fences at Hawk Haven have all been replaced. There was a discussion about adding some type of stain and sealer to the fence in the back park. Board would like either oak or charcoal colored stain. Gina will contact PMS to see if they can bid this and perform the work next time they are out to perform other work, as they have several projects pending. Quote will be circulated to the board upon receipt.

Basketball Goal Replacement: No decision about whether the goals will be replaced or repaired has been made. Casey with Absolute Landscaping is going to bid the labor. Question regarding cost of welding was asked; answer was that cost for welder is \$500 just to come out. Jack Eannarelli will do some more research and have information to email to the board members.

Clubhouse Repairs: The board is still trying to form the Clubhouse Repair Committee. Homeowners with any knowledge on building, construction, architecture, electric, plumbing are all welcome to join the committee. To date, the committee has not been formed. However, the clubhouse belongs to the homeowners and they are going to be an integral part of the decision making regardless of what decisions are made.

Reserve Study: The board had asked if the Reserve Advisors would be willing to update the excel information (corrected by the board) on the final product. Gina noted that typically, they will only

make additions or changes within six months of the study. They were willing to get the information changed and numbers revised as requested however, Reserve Advisors will not revise the final product as the study was completed in late 2016.

Force Mow Policy: At present Manager, Gina Keller is working with Holt & Young to prepare a formal policy regarding force mowing in Oakwood Glen. They hope to have a rough draft soon.

Yard of The Month: Kristen Ricketts discussed beginning the “Yard of the Month” competition in April and going through October. She has gotten a couple of people on her committee and discussed possibly doing it by section; Gina will get her a map. Some type of signage needs to be ordered and the board needs to decide if gift cards will be given, in what increments they should be.

Marque Repairs: John Goff motioned that the bid from 4D Signworx be accepted to replace the existing polycarbonate marquee covers at a cost of \$996. The motion was seconded by Ken Clark; all were in favor and the motion carried unanimously.

The board had requested a bid for solar powered LED lights from 4D but the bid was extremely high. President Harris discussed the matter with the electrician used by Oakwood Glen on other projects, who suggested a different manufacturer for solar lights. A motion to add solar LED lights on both sides of the marquee was made by Nicole Loreth and seconded by Linda Clarke. All were in favor and the motion carried.

Disaster and Emergency Plan: This subject will be tabled as we are now out of hurricane season.

Legal:

- Authorization to file lawsuit for expedited foreclosure was presented on three separate matters. Account numbers 21603893, 21603804 and 21504650 have been previously referred to council for unpaid assessments and to date have not made any arrangements to work out a payment plan or make payment in full. A motion to have the authorizations executed and proceed with expedited foreclosure was made by John Goff and seconded by Ken Clark. All were in favor and the motion carried unanimously.

OPEN FORUM: Issues discussed in open session were concerning the number of trashcans that seem to be stored on the street. A suggestion was made that the board might allow owners to build a board pre-approved wooden “storage area” along the side of the house to camouflage the cans on non-trash days.

A suggestion was made that once the Force Mow Policy is finalized and sent out to the members for notice, we add something about encouraging homeowners place trashcans “out of public view,” that we add a blurb about the yard of the month program and any other pertinent items at that time.

MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION

A motion was made, seconded and passed unanimously to move into executive session at 8:41 pm.

A motion was made, seconded and passed unanimously to move out of executive session at 8:52 pm.

EXECUTIVE SESSION SUMMARY

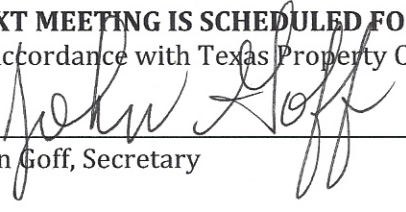
The Board discussed individual deed restrictions and homeowner accounts that needed action. Additionally, there was a discussion about a particular home that had been foreclosed on in October. It appears the owner is still living on the property and just installed brand new windows, without receipt of ACC approval. Gina will contact the firm to see what is going on with this account.

ADJOURN

With no further business to come before the Board; President Harris properly adjourned the meeting at 9:08 p.m.

NEXT MEETING IS SCHEDULED FOR MARCH 20, 2018

In accordance with Texas Property Code Section 209.0051, the notice will be properly posted.



John Goff, Secretary