

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

November 20<sup>th</sup>, 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 7:09pm. Board members in attendance were President Mike Harris, Vice President Ken Clark, Secretary John Goff Directors Greg Gillis, Nicole Loreth, Patty Inzana and Juli Cash. Also in attendance were Sterling Association Services Inc. representative Gina Keller, homeowners and guests per the sign in sheet. Board members not in attendance were Linda Clarke and Kristen Ricketts.

**Meeting Agenda**

The agenda was reviewed by the Board. Ken Clark motioned the agenda be approved as written, Greg Gillis seconded and the motion passed unanimously.

**Meeting Minutes Approval**

Meeting minutes from October 16<sup>th</sup>, 2018 were approved on October 20<sup>th</sup>, 2018 by a majority vote via email.

**Actions between Meetings**

- Board approved one (1) payment plan by email vote for one homeowner on October 23<sup>rd</sup>, 2018
- On November 12, 2018 the Board approved expenses to initiate repairs to damages in the back park by majority vote. The vote was 7 in favor, 2 abstained. The motion was to spend \$6,601 from the Operating Reserve Fund to replace the pole, purchase two new security lights, purchase three new security cameras, inspect and initiate repairs.
- On November 12, 2018 the Board approved expenses to supplement repairs to damages in the back park by majority vote. The vote was 7 in favor, 2 abstained. The motion was to supplement the original motion for emergency repairs by \$3,530 to cover the fence, waterline repairs, and replace the conduit and wiring to the light pole on the soccer field.

**SECURITY REPORT**

Director Goff was present however at the time of the meeting no security report had been received.

**OLD BUSINESS**

Treasurer Report - Manager, Gina Keller presented the Treasurer's Report. Cash accounts total \$97,454.16 which are comprised of New First checking, New First Money Market and checking, and LPL Financial account. Reserve Fund accounts total \$378,020.61, which are comprised of Amegy Money Market, LPL Financial account and Woodforest Bank C.D. account. Total cash is \$475,474.77. Checks from operating account totaled \$35,516.02. Assessment percentages for 2016 are at 99%, 2017 are at 96.5% and 2017 are at 91.5%. The Board is monitoring 30 payment plans. As of this date 1 homeowner is late with his payment but has informed Gina when he will be able to catch up.

**Deed Restriction Committee Report**

D/R Summary - A total of 225 letters were sent out for compliance as follows:

No ACC or ACC Related - 4, A/C unit -2, Expired Tags - 3, Lot Maintenance - 39, Garbage - 5, Landscaping Maintenance - 127, Lot Trailers - 20, Parking violations -6, Stored items - 19. There

are 15 violations currently on "hold" or being "monitored" for compliance based upon calls or emails to the management company requesting additional time.

**Architectural Review (ARC):** – Greg Gillis reported three (3) ACC requests submitted for a roof, concrete porch and pool. A homeowner submitted an ACC at the meeting for installation of a propane generator. This will be reviewed by the ACC.

**Landscaping Committee Report** – Kristen Ricketts was not in attendance however the final Yard of the Month is located at the corner of Five Forks.

**Clubhouse Repair:** No meeting this month.

**Disaster Committee:** No meeting this month.

**Cameras – Clubhouse:** Greg Gillis reported that he was not able to work on the camera installation because of the rain.

**Marquee:** Casey removed the old marquee and found there was some additional work that needed to be done prior to installing the two new faces. Faces and repairs will be done as soon as possible, weather permitting.

**Gutters:** The gutters were supposed to be installed but PMS got rained out. They will reschedule the work and should complete it before the end of the year.

**Concrete:** Mike Harris stated that he had not had time to check into the cost of concrete to repair the sidewalks.

**Pool Furniture:** Gina presented a bid for pool furniture however the bid was not for the correct amount of furniture. Gina will request a rebid.

**Anti-climb paint:** This discussion was tabled (adding anti-stick paint to the fence to prevent kids from climbing it).

**Christmas Party:** The members discussed the upcoming Christmas party. The sleigh with Santa has been confirmed and paid for. Nicole Loreth was able to find a petting zoo to fill in for Marsha's Petting Zoo. There will be pizza, hot chocolate, cookies and goody bags for the kids.

## **NEW BUSINESS**

The board discussed the damage that occurred on the property in the back park by a young man who fled the scene. On Monday, November 5, 2018, a young man in a Red 2001 Ford F 150 decided to do donuts in the parking lot in the back park, lost control and crashed through the new fence breaking off the light pole and then left the park. Damages are extensive and, as of this date, exceed \$10,000. The young man has been identified, is not a minor, has acknowledged he is the responsible party and his vehicle is insured. We have every reason to believe we will recover all expenses to make repairs from his insurance carrier. In addition to the civil issue for the damages the young man may well be facing criminal charges for the accident and for leaving the scene.



President Harris suggested that the Oakwood Glen clubhouse be used for an upcoming CAI Director Training Class. Gina has reached out to Stephanie Ferrante with CAI Services to see if they would hold one of their upcoming meetings at the clubhouse. She will keep the board updated on this matter. President Harris will reach out to the Spring Creek Forest Board to see if they would also like to participate. Their Board has 9 new Directors.

Legal: There were two accounts presented to the board for review (backup included) to proceed with judgment; account numbers #21802292 and 21802285 were presented. John Goff motioned to proceed with attorney action on both accounts. The motion was seconded by Ken Clark. All were in favor and the motion carried.

President Harris noted that an email from Holt & Young showed status of collections from November 2016 through November 2018. The firm has collected \$111,890 in past due assessments for the Association and the Association has only paid out \$54,790 in reimbursable legal fees. These legal fees will also be recovered from the delinquent homeowners.

Open Forum: Homeowner in attendance asked about a port-o-potty that was at the corner of River Mill and Windy Point. Apparently there is construction ongoing by a third party in the neighborhood. State law notes that when contractors are working, a portable potty must be provided.

**NEXT MEETING IS SCHEDULED FOR JANUARY 15<sup>th</sup>, 2019**

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

**MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION**

*A motion was made, seconded and passed unanimously to move into executive session at 8:25 pm.*

*A motion was made, seconded and passed unanimously to move out of executive session at 8:51pm.*

**EXECUTIVE SESSION SUMMARY**

The Board discussed individual deed restrictions and homeowner accounts that needed action. In addition the board discussed issues regarding actions between meetings.

**ADJOURN**

With no further business to come before the Board; President Harris properly adjourned the meeting at 9:02 p.m.

  
John Goff, Secretary