

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

**April 16, 2019  
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 7:01pm by President Mike Harris. Board members in attendance were Vice President Ken Clark, Secretary John Goff, Treasurer Linda Clarke, Directors Greg Gillis, Angelia Bentley and Patty Inzana (arrived late). Also in attendance were Sterling Association Services Inc. representative Gina Keller, homeowners and guests per the sign in sheet. Board members Kristen Ricketts and Juli Cash were not in attendance.

**Meeting Agenda**

The agenda was reviewed by the Board. Mike Harris noted that there was one legal matter that needed to be added to the agenda; a combo assessment/compliance issue on account #21802714 to be voted on. Ken Clark motioned the agenda be approved with the addition of the legal account, John Goff seconded and the motion passed unanimously.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from March 19, 2019 Board Meeting were approved by a majority vote on April 05, 2019 via email.

**SECURITY REPORT**

John Goff was in attendance stated he had not received a report from the Deputy Tomte prior to the beginning of the meeting. He reported that it had been a relatively quiet month in the neighborhood.

**OLD BUSINESS**

Treasurer Report - Manager, Gina Keller presented the Treasurer's Report. Cash accounts total \$334,012.67 is comprised of New First checking, New First Money Market and debit card. Reserve Fund accounts total \$376,671.18, is comprised of Amegy Money Market, LPL Financial account and Woodforest Bank C.D. account. Total cash is \$710,683.85. Checks from operating account totaled \$23,306.12 and \$9,646.38 from Reserve account. Assessment percentages for 2017 are at 97.2%, 2018 are at 95.6% and 2019 are at 82.7%.

Treasurer, Linda Clark has reviewed the Financial Reports for December 2018. She recommended that the monies allocated to the Reserve Fund (monthly accrual) be transferred into the Reserve Fund account at this time. After the Financial Reports have been reviewed by the CPA firm of Canady & Canady, additional funds may be transferred into the Reserve Fund. All members were in favor.

**Deed Restriction Committee Report**

D/R Summary - A total of 169 letters were sent out for compliance as follows:

No ACC or ACC Related - 1, A/C unit -1, Holiday Décor - 3, Lot Maintenance (Exterior)-19, Garbage - 3, Landscaping Maintenance -124, Trailers -3, Parking violations -7, Stored items - 6; Running A Business - 2. There are 15 violations currently on "hold" and 2 being "monitored" for compliance based upon calls or emails to the management company requesting additional time.

**Architectural Review (ARC):** - Greg Gillis reported one (1) ACC request was submitted for roof replacement and garage door (both on same request). Greg is waiting for the shingle sample before approving the roof.

**Landscaping Committee Report** - Kristen Ricketts was not in attendance. Spring color will be

installed in the next couple of weeks. Yard of the month will begin in April.

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

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

**Renew Alarm Permit:** Alarm permit was received. Gina sent to President Harris who laminated the permit and placed it on the wall of the clubhouse.

**2013 Review:** Canady and Canady were contacted this month about completion of the 2013 audit. They are missing the files from June 1<sup>st</sup> to December 31<sup>st</sup> (files from APM). Gina instructed employee at Sterling to go through the files in storage and gather any old Oakwood Glen boxes.

**Director Training:** President Harris has reached out to Stephanie Ferrante at CAI regarding holding a class at Oakwood Glen clubhouse. She responded back and confirmed June 8<sup>th</sup> as the date that an attorney from Holt & Young, someone from Canady & Canady and Jose Villegas, Sterling ASI President can all be in attendance. Board members from Spring Creek Forest will also be attending. Gina will invite the Vintage Royale Board members since they are only a few miles away.

**Sidewalk Repair:** The replacement of the sidewalk at the pool has been completed.

**Pool Furniture:** Pool furniture has been delivered to Casey's shop. There was one table top missing. Upon receipt of the table top, Casey will deliver the furniture to the pool and set it up.

**Video Storage:** Director Gillis purchased two new Seagate Skyhawk hard drives for the camera system. This will increase the storage capacity from 5-6 days to approximately 12 days.

**Pool Party:** The pool hours were included in the packet. It was noted that there need to be at least three (3) lifeguards on duty on May 4<sup>th</sup> for the "Grand Opening" of the pool. The refreshments will be pizza, drinks and snow cones. As Nicole has resigned, several other members will need to assist in the event. Angelia Bentley suggested putting together an "Event's Committee" comprised of both Board Members and homeowners. Angelia will be able to work the event. President Harris suggested the Board might reach out to former member Jack Eannarelli to see if he can assist in the event.

### **NEW BUSINESS**

While repairing the sidewalks at the pool, RNB Construction cut through the telephone wiring. Gina will make arrangements to have AT&T come out to repair the phone lines.

President Harris had two different companies look at the water fountain in the front park last year to determine if the fountain could be repaired. Both informed him that the fountain could not be repaired. The inoperable water fountain was in the way of the new wider ADA compliant sidewalk installation. President Harris allowed the contractor to remove the old water fountain at no cost to the Association. President Harris presented a bid for \$1,500 to pour a new concrete slab, plumb and install a new water fountain as well as a bid for a new water fountain from WW Grainger. The bid was reviewed by the board members. Linda Clarke made a motion to accept the bid. The motion was seconded by Angelia Bentley. All were in favor and the motion carried.

Legal: There was one account presented to the board for review (backup included) to proceed with judicial foreclosure; account numbers #21802714 (combo file). Patty Inzana motioned to proceed with attorney action on this account. The motion was seconded by Linda Clarke. All were in favor and the motion carried.



Open Forum: Tim Haynes was in attendance from Phibes Trail to inquire if there was anything the Board could do about the increase in the property taxes. Owner stated that his property taxes have gone up 8 ½ % this year. Members suggested he file a protest form online with the Appraisal District.

**NEXT MEETING IS SCHEDULED FOR May 21<sup>st</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 8:01 pm.*

*A motion was made, seconded and passed unanimously to move out of executive session at 8:05pm.*

**EXECUTIVE SESSION SUMMARY**

The Board reviewed the attorney status report; no other action was required.

**ADJOURN**

With no further business to come before the Board; President Harris properly adjourned the meeting at 8:15 p.m.

A handwritten signature in blue ink, appearing to read "John Goff", is written over a horizontal line. The signature is fluid and cursive.

John Goff, Secretary