

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

**July 22, 2020**

**Held via ZOOM webinar as noted on Agenda posted online**

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the meeting was called to order at 7:10pm by President Mike Harris via webinar using Zoom. Other Board members in attendance were Secretary John Goff, Vice President Ken Clark, Greg Gillis, Angelia Bentley, Kristen Ricketts and Juli Cash. Directors Linda Clarke and Armando Perez were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller, and two guests logged in to the webinar (which was recorded).

**Meeting Agenda**

The agenda was reviewed by the Board. President Harris inquired if any members had anything to add to the posted agenda. There being no additions to the agenda, a motion to accept the agenda was made by Ken Clark. The motion was seconded by Angelia Bentley. All were in favor and the motion carried.

**Meeting Minutes Approval**

Minutes for the June 16, 2020 Board Meeting were approved by email vote on June 29, 2020.

**Actions between Meetings**

None

**SECURITY REPORT**

Security Director, John Goff received a copy of the stats from Deputy Tomte, which he presented to the Board.

**OLD BUSINESS**

Treasurer Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending June 30, 2020. Operating account had a total of \$353,472.08 of which \$38,338.72 was in the operating reserve fund. Reserve Fund account totals \$295,738.58 which is comprised of New First Money Market and Woodforest Bank C.D. Total cash on hand is \$649,210.66. Checks written for the month totaled \$34,785.81; \$1,405.98 were charges from the debit card. Assessment collection percentages for 2018 are at 98.2%, 2019 are at 97.5% and 2020 are at 92%.

At present there are nineteen (19) accounts on payment plans in house; five (5) owners have completed their in house payment plans in the current month. There are eight (8) payment plans at the attorney's office; one (1) of the accounts has completed the plan.

President Harris inquired about the number of certified collection letters that were sent out the first time. Manager, Gina Keller confirmed that sixty-six (66) letters were sent out. Manager inquired if board would like to send out the final certified letters and if so, the number of days they wanted to give homeowners to contact or make payment. Board confirmed that final certified collection letters should be sent out with thirty (30) day notice.

**Deed Restriction Committee Report**

D/R Summary – 70 letters were issued for the month of June as follows: (56) courtesy letters were sent out, there were ten (10) second letters sent out and there were four (4) certified letter sent out.

**Architectural Review (ARC):** – Greg Gillis reported that as of the meeting there were six (6)

requests presented to the Committee. One for painting which was approved, one for solar panels which was approved, one for fence was approved, one to paint a pergola which was also approved. Two requests are under review; one for paint and one for a roof.

**Landscaping Committee Report** – Kristen Ricketts reported that “Yard of the Month” was presented to an owner on River Mill.

**2013 Review:** Gina has contacted Canady & Canady to get an update for 2013. Update is being reviewed by Linda Clarke.

**CONTRACT UPDATES**

At present no contracts are up for renewal.

**REPLACING WATER FOUNTAIN**

Project completed.

**DIRECTOR TRAINING CLASS**

Awaiting updated information; one Director has not had Board training.

**Pool**

President Harris noted that he is not aware of any homeowners who were turned away from the pool in the past month since the Board has updated the number of people who can be in the pool at one time, based upon Governor Abbotts most recent guidelines. Homeowners appear to be adhering to social distancing guidelines and lifeguards have not reported any instances of homeowners failing to follow COVID-19 pool rules.

**ZOOM Meetings**

The zoom software package has been purchased for the community. President Harris inquired if anyone thought about ways to continue using the zoom format once we are allowed to hold physical meetings. Greg Gillis said that all members could use a tablet once “in person” and this would allow continuing use of zoom format. Kristen Ricketts suggested that members could use their phones. There was some discussion about the room acoustics at the clubhouse interfering if multiple devices were open at the same time.

**Parking Lot**

As of meeting time, Manger has not received response to the question to Property Services about the cost of painting the handicapped spot at the front park. Quoted price was \$850 to stripe with red and add a “no parking” sign. This seems a bit high based upon the cost to paint the entire parking lot.

**Legal:**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Date of Annual Meeting was set as October 17, 2020 in the February Board Meeting. Members who are up for election in 2020 are Ken Clark, Angelia Bentley and Kristen Ricketts. Members Ken Clark and Angelia Bentley will run for another term on the board; Kristen Ricketts has not decided yet.



Solicitation would need to be sent out at the end of August to be due back by September 18. Notice of meeting will need to be sent out around September 28.

Open Forum – None

**NEXT MEETING IS SCHEDULED FOR August 18, 2020**

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 7:42pm.*

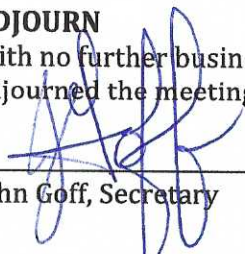
*A motion was made, seconded and passed unanimously to move out of executive session at 7:53pm.*

**EXECUTIVE SESSION SUMMARY**

The Board discussed legal/collection matters and Ken Clark was named Vice President and interim Treasurer until Linda Clarke is able to resume her duties as Treasurer.

**ADJOURN**

With no further business to come before the Board a motion to adjourn President Harris properly adjourned the meeting at 7:59 p.m.

  
\_\_\_\_\_  
John Goff, Secretary

  
\_\_\_\_\_  
Date