

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

January 19, 2021

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 November meeting was called to order at 7:09 pm by President Mike Harris via webinar using Zoom. Other Board members in attendance were Secretary John Goff, Angelia Bentley, Greg Gillis, Juli Cash, Kristen Ricketts and Armando Perez (late). Directors Linda Clarke and Ken Clark were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller; one homeowner logged in to the webinar.

Meeting Agenda

President Harris inquired if any of the members had any items to add to the agenda. If none, a motion to accept the agenda was called for. Motion was made by Angelia Bentley and seconded by Greg Gillis. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from November 17, 2020 Board Meeting were approved on November 24, 2020 by an email vote.
2. The Board voted by email on December 6, 2020 to approve a tennis court use agreement to allow Spring Woodlands Tennis Academy to offer tennis lessons confined to Oakwood Glen Residents only. Fees for lessons will be paid by residents using this service.

SECURITY REPORT

Security Director, John Goff was provided with the stats from the HCSD office for the month of October 26 - current. Director Goff reviewed the stats provided which included multiple BMV's and several accidents over the period.

OLD BUSINESS

Treasurer Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending December 31, 2020. Operating account had a total of \$389,028.48 of which \$44,373.67 was in the operating reserve fund. Reserve Fund account totals \$307,917.56 which is comprised of New First Money Market and Woodforest Bank C.D. Total cash on hand is \$696,946.04. Checks written for the month totaled \$33,984.61; funds in the amount of \$200K were moved from New First and a money market account was opened up with CIT Bank. Assessment collection percentages for 2018 are at 98.5%, 2019 are at 98.2% and 2020 are at 96.9%.

Deed Restriction Committee Report

D/R Summary -198 letters were issued for the month of December as follows: (98) courtesy letters, (39) second letters, (10) final notices and (48) fine certified letters were sent out. Manager and Board members discussed the inspector is new to Oakwood Glen and went a bit "hard" over the holidays. Board has provided their input regarding the letters, specifically during the holidays and while still under quarantine. Manager will ride on inspection next month.

Architectural Review (ARC): - Greg Gillis reported that five (5) requests were approved; these were for a fence, a roof, gutters and windows and to paint. There was one that required additional information for a generator and a driveway extension that was denied.

Landscaping Committee Report - Kristen Ricketts has nothing to report.

2013 Review: Review has been completed. Adjustments have been made as per Linda Clarke's request. Audit will be finalized once review has been approved.

CONTRACT UPDATES

There were no contracts up for renewal at this time. The next contract that will be up for renewal is insurance. Information should be submitted by Greenwood Insurance in the next month for review.

Parking Lot stripes

Job was completed by Casey.

Mini-Split A/C

President Harris stated that only one of the A/C companies that bid the clubhouse A/C unit offered to present a bid for the mini-split A/C to be installed in the pool pump room. No bid has been received yet. Manger, G. Keller will see if any of her HVAC contractors are interested in presenting bids for the work.

NEW BUSINESS

President Harris stated that per the reserve study, the basketball court (concrete) was scheduled to be replaced last year. Since the parking lots at both parks were being replaced last year Association elected to hold off on the basketball court at that time, President Harris inquired if the members would like to replace the basketball court this year. Gina has obtained several bids. After reviewing the bids, the members decided to "table" this decision. In addition, the reserve study suggests the bridges in the park also need to be replaced. President Harris inquired if the Board would like Gina to obtain bids to make those repairs. Juli Cash reminded the members that she has Eagle Scouts looking for projects and could we think about utilizing their skills to take care of some of these future projects.

LEGAL:

President Harris entertained a motion to proceed with sending Account #21802312 for judgement and collection. Motion to proceed was made by Greg Gillis and seconded by Angelia Bentley. All were in favor and the motion carried.

Open Forum – None

NEXT MEETING IS SCHEDULED FOR February 16, 2021

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

MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION

No votes in executive session required.

EXECUTIVE SESSION SUMMARY


Attorney status report and delinquency reports were reviewed.

ADJOURN

With no further business to come before the Board John Goff motioned to adjourn the meeting. Kristen Ricketts seconded the motion and President Harris properly adjourned the meeting at 8:18p.m.



John Goff, Secretary



Date