

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

February 16, 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 February meeting was called to order at 7:11 pm by President Mike Harris via webinar using Zoom. Other Board members in attendance were Ken Clark, John Goff, Angelia Bentley, Greg Gillis, Juli Cash, Kristen Ricketts and Armando Perez. Director Linda Clarke was 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. No additions to the Agenda were requested. A motion to accept the agenda as posted was called for. Motion was made by Armando Perez and seconded by John Goff. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from January 19, 2021 Board Meeting were approved on January 31, 2021 by an email vote.

SECURITY REPORT

Security Director, John Goff was provided with the stats from the Constables office for the month of January. There were eleven (11) incidents reported since the January meeting.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending January 31st, 2021. Operating account had a total of \$479,330.40 of which \$45,378.84 was in the operating reserve fund. Reserve Fund account totals \$312,054.44 which is comprised of New First Money Market, CIT Bank and Woodforest Bank C.D. Total cash on hand is \$791,384.84. Checks written for the month totaled \$24,025.58 of which \$261.85 was out of reserve fund account. Assessment collection percentages for 2019 are at 98.3%, 2020 are at 97% and 2021 are at 65.3%.

Deed Restriction Committee Report

D/R Summary -97 letters were issued for the month of January as follows: (59) courtesy letters, (21) second letters, (3) final notices, (1) force mow and (12) final certified letters were sent out. Manager stated that the majority of the letters were for exterior maintenance issues.

Architectural Review (ARC): - Greg Gillis reported that seven (7) requests were submitted; requests approved were for a fence, gutters and windows, mailbox and two (2) roof requests. Request for fence was denied and a request for patio, Committee is awaiting additional information.

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

Gina is expecting renewal information from Greenwood Insurance; expiration is April 2021. In the packet was the renewal information for NW Pest Control's mosquito contracts to spray both the park and the streets. Board discussed the issues with mosquitos; additional bids will be obtained before next meeting to review in March.

Pool Operations

At present, President Harris stated that he expects F.A.S.T. Pools to be ready to open the pool in May. Current information indicates we will still be operating under COVID-19 operating restrictions. At this time we expect the pool to be operating at 50% capacity.

Mini-Split A/C

President Harris has still not heard back from any of the companies he requested bids from. Manager, Gina Keller reported that she has reached out to two companies that said they would provide bids but has not heard anything yet. This could be due to the storm.

OLD BUSINESS

President Harris inquired if Marquee Property bid for concrete basketball court had been clarified yet. Manager has not heard back from Travis with Marquee Property Services but will reach out to ensure he provides an answer regarding the concrete bid.

We still have the old light fixtures from the tennis court and parks stored in the shed. The Habitat for Humanity re-sale shop will take the lights but they will not come and pick them up. Board members offered to help get the lights over to the local office with trucks and trailers.

Juli Cash reported in prior meeting that she might have a group of Eagle Scouts who could do the work on the bridges in the back park. Juli reported that after checking, she did not have any that are ready for this type of project. Armando Perez and John Goff priced the material that they believe is required to repair the structural integrity of the bridges at about \$3,000. Initially, President Harris initially felt that the timing of the bridge replacement was not critical and could be scheduled for anytime in 2021. After further inspection by him and other members, he now believes that replacement should be a priority item and that bids need to be obtained. This will be done before next meeting.

NEW BUSINESS

While walking the trail, Secretary Goff and Director Armando Perez also noticed several sections in the sidewalks at the back park that needed to be replaced or repaired. Neither believe the entire trail is in need of being replaced but feel there are a few "sections" that could be repaired by saw cutting sections and replacing. Manager will meet contractors at the park to bid both the bridges and the areas of the trail they feel needs to be replaced.

President Harris reported that when Robert with Donald's Electric came out to perform the semi-annual electrical inspection he discovered that two light fixtures needed to be replaced. The current fixtures are florescent bulbs. Because of the cost and short supply of the florescent bulbs, the Board has previously instructed that LED fixtures be used moving forward. When Robert checked with the supplier he found that the LED flat panels, that normally retail for \$135 each are currently selling for \$75 each to reduce inventory because of COVID. He provided a bid which was emailed to the members to replace all of the lights in the clubhouse with LED fixtures. Discussion followed that the clubhouse is not scheduled to be replaced for 18 years, that all light fixtures will need to be replaced at some point before replacement and it would be advantageous to the community to take advantage of the savings and replace all fixtures now.. Armando Perez motioned to accept the bid provided by Robert to install the lights using Reserve Funds; Kristen Ricketts seconded the motion. All were in favor and the motion carried.

Legal: President Harris noted that there were previously eight accounts that were presented by legal to be voted on and signed to proceed with legal action. All files with backup were presented to the members prior to the meeting. Manager noted that one of the accounts needed to be pulled from the list, as they have submitted payment in full to Holt & Young; additionally, a second account has made a payment to catchup and has also been pulled. President Harris noted that he would entertain a motion to proceed with sending six (6) Accounts #22005138, #22005140, #22005149, #22005150, #22005151 and #22005152 for judgement and collection. Motion to proceed was made by Greg Gillis and seconded by John Goff. All were in favor and the motion carried.

Open Forum – None

NEXT MEETING IS SCHEDULED FOR March 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

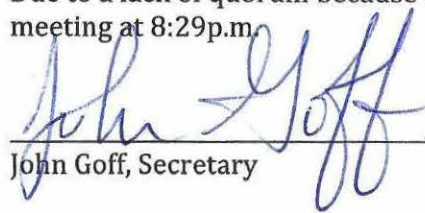
Motion made to move into Executive Session at 8:21pm.

EXECUTIVE SESSION SUMMARY

Homeowner was in attendance to discuss a matter with the Architectural Committee about a request that he submitted. Just as the ACC was about to get into a discussion on the matter, a power failure caused all but three members to lose power and drop out of the Zoom Meeting. Meeting was adjourned at 8:29PM.

ADJOURN

Due to a lack of quorum because of the power failure President Harris properly adjourned the meeting at 8:29p.m.



John Goff, Secretary

3-1-21

Date