

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

November 16, 2021

17902 Hawk Haven Lane – Spring, TX 77379

CALL TO ORDER

With prior written notice by the President and a quorum of Directors present, the November meeting was called to order at 7:06 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Angelia Bentley, Greg Gillis, Juli Cash, Armando Perez, and John Goff. Directors Ken Clark, Kristen Ricketts and Linda Clarke were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller; homeowners attended in person as per the sign in sheet and via zoom.

Meeting Agenda

President Harris requested that a discussion regarding the Bylaw Committee be added to the agenda. Angelia Bentley motioned to approve the addition; the motion was seconded by Armando Perez. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from October 19, 2021 Board Meeting were approved by email vote on October 29, 2021.
2. Action between meetings - With prior written notice by the President and a quorum of Directors present, the Special Meeting of the Directors was called to order at 3:42 pm on October 23, 2021 immediately after the Annual Members Meeting by President Mike Harris. Other Board members in attendance were Angelia Bentley, Greg Gillis, Juli Cash, Armando Perez and John Goff. Directors Ken Clark, Linda Clarke and Kristen Ricketts were not in attendance. Also in attendance was Sterling Association Services Inc. representatives Gina Keller and Nora McClure; homeowners attended in person as per the sign in sheet. The sole purpose of the Special Meeting was to appoint Officers for 2022. Appointments were as follows: Mike Harris, President; Ken Clark, Vice President; Linda Clarke, Treasurer and John Goff, Secretary.

SECURITY REPORT

Deputy Tomte was present via zoom to present the stats from October 19, 2021 through November 13, 2021. Reports for this period included lost property, family disturbance, stolen vehicle, aggravated assault (family), theft, child custody issue, family disturbance, criminal mischief, vandalism, contractor theft – civil matter, domestic issue, mental health check up, suspicious circumstances and hate speech propaganda. With regard to the hate speech, this information has been passed on to the FBI, per Deputy Tomte.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Report for the month ending October 31, 2021. Operating account had a total of \$365,916.80 of which \$73,439.62 was in the operating reserve fund. Reserve Fund account totals \$273,366.88 which is comprised of New First Money Market, CIT Money Market and Woodforest Bank C.D. Total cash on hand is \$639,283.68. Checks written for the month totaled \$24,914.07 from operating account, debit card purchases in the amount of \$113.53 for a total of \$25,027.63 in expenses. Assessment collection percentages for 2019 are at 98.7%, 2020 are at 98.1% and 2021 are at 95.7%.

Manager reported that there are four (4) in house payment plans, six (6) accounts at the attorney that have executed a payment plans and are currently making payments. One of the accounts made payment in full of almost \$6K; lien will be released and account will be removed from status report

next month.

Deed Restriction Committee Report

D/R Summary –70 letters were issued for the month of October as follows: (43) courtesy letters, (16) second letters, (8) fine certified letters and one (3) force mows were sent out.

Landscaping Committee Reports – Kristen Ricketts approved installation of the color for fall / winter; Color has been installed.

Angelia Bentley reported that the “Yard of the Month” for November was selected and has been posted to the website, owners live on Windy Pines. Next year, she will begin the selection process for Yard of the Month in March. By October / November yards are not as hearty as they are in the spring and summer months.

Juli Cash and her volunteers selected the 1st, 2nd and 3rd place winners for the Halloween contest after going out inspecting the community for over six hours. Signage and gift cards were delivered the next day. Director Cash suggested that next year homeowners that want to have their yard considered for the Halloween contest should RSVP so that the committee will know which homes are decorating for the contest and which are just decorating for the holiday.

Architectural Review (ARC): – None of the ACC Members were present for the meeting. Manager emailed M. Buckner to get number of requests approved within the past month. Email received from M. Buckner stated there were four (4) approvals since October 19, 2021. Approvals were for siding, painting, windows and a patio cover. There were no requests denied during the past month.

2020 Review:

2020 Financial Draft was signed by President Harris, Treasurer Linda Clarke and Community Manager, Gina Keller and submitted to Canady & Canady approving the review. Invoice was paid and Managing Agent requested nine (9) copies of the review bound, one for each member. Bound copies should be delivered to the Kingwood office before January meeting.

2013 Review: Manager resubmitted the information that Linda Clarke requested be added to the 2013 review. This was previously submitted to Xixi, however she is no longer with Canady & Canady. Information was sent to both Sterling and Sasha at Canady & Canady to see if the information requested could be incorporated into the 2013 review.

Director Training Classes

Manager reiterated that classes should resume in 2022 both via zoom and in person. As per email received, CAI may attempt to do some hybrid classes. List of classes scheduled for Q1 – Q2 2022 should be available in January.

Christmas Décor – Update

Juli Cash reported that the invoice for Christmas decor was submitted along with W9 which had a San Antonio address listed on it. As per Sterling ASI procedures, checks are normally mailed to the address listed on the W9. Juli reported that after speaking with a representative from the company (Majestic Lighting) they have people working throughout Texas. Home office is in San Antonio and local representative reported that decorations should be installed no later than December 1st. Juli Cash also updated the board on cost change for the package. The check was cut for \$6510 which includes purchase of the decorations, installation, maintenance as needed, removal of the decorations after the holidays and storage for 2022. If the Association does not purchase any added decorations for next year, the cost will be \$3200 for installation, removal, maintenance and storage.

License Plate Readers – Flock Security

President Harris noted that this item will remain on the agenda. Options to reduce the cost of the installation and operation are still being researched. On a worst case basis and OWG were to move forward on it's own nine cameras would be required (in earlier discussions the elementary school was overlooked). To install nine cameras on our own would require a \$25 increase in assessments. This would require a vote of the Homeowners to move forward.

LED Lighting – Street Lights – Manager noted that there was no update on the LED lighting change out but she will reach out to CenterPoint representative in January to see where the Association is on the list.

Bylaw Committee

The Board discussed possibly reaching out to ex-board members that might be interested in serving on the Bylaw Committee. In addition, Managing Agent suggested that a sign-in sheet should be placed out at all upcoming events inquiring if there are any other interested owners in the community that might join. At the annual meeting Luis Romano and a couple of new homeowners expressed interest in serving on a Bylaw Committee.

Reserve Study

President Harris met with Corey from Reserve Advisors. The updated reserve study, as of November 2, 2021 was included in the Board packet. The packet also included the updated/modified contribution amounts for the next forty (40) years. Increase in reserve contributions increases exponentially beginning in F/Y 2024. President Harris had a couple of changes that he emailed Managing Agent that he requested be adjusted in the study. For the members that are not aware, any changes, updates or corrections that the board wants to have made to the study must be requested within six (6) months of the study. Manager asked if any other members had any updates they wanted to see addressed in the study. At present there were no additional requests made.

Christmas Party

Angelia Bentley reported that she has confirmed both Santa's Sleigh and EJC Petting Zoo will be at the Christmas Party. Checks for events were delivered to the clubhouse by manager so vendors can be paid the day of the party. In addition to Santa and the petting zoo, pizza and drinks will be served, a cookie decorating contest for the kids will be held and hot cocoa will be served. She has planned for approximately 400 people. Juli Cash will mockup a flyer for the event. Flyer will be posted on Facebook page and e-blasted out to the community prior to the event.

Legal Action

No accounts from Legal to discuss or vote on for November.

NEXT MEETING IS SCHEDULED FOR JANUARY 18, 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

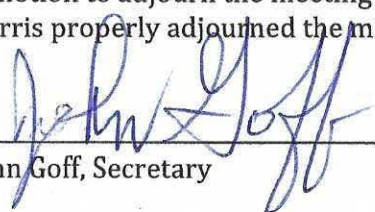
Motion made to move into Executive Session at 8:21pm.

EXECUTIVE SESSION SUMMARY

None

ADJOURN

A motion to adjourn the meeting was made by Greg Gillis; seconded by Juli at 8:18p.m. President Harris properly adjourned the meeting at 8:38p.m.



John Goff, Secretary

Nov. 29, 2021
Date