

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

**October 17, 2023**

**17902 Hawk Haven Lane – Spring, TX 77379**

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the October meeting was called to order at 7:02 pm by President Mike Harris in person and via zoom. Other Board members in attendance was Armando Perez in person; Linda Clarke, Greg Gillis and Angelia Bentley were in attendance via zoom. Directors John Goff, Ken Clark, Juli Cash and Kristen Rosas were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller and homeowners attended in person as per the sign in sheet.

**Meeting Agenda**

President Harris inquired if any of the members had any items to add to the agenda. A motion to approve the agenda as written was made by Angelia Bentley. 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 September 19, 2023 Board Meeting were approved by email vote on September 30, 2023

**SECURITY REPORT**

Jonathan Rodriguez, contract deputy for Oakwood Glen was in attendance. He reported that he has been visiting homeowners and doing "contract checks." During the past month issues reported were family disturbances, mental health related checks and attempts to break-in to some work vans during the early morning hours. Deputy Rodriguez reported that the culprits were not successful in getting into the vehicles. He added that things are "relatively quiet" in Oakwood Glen lately. He added that several residents were stopped for "running the stop sign" but all were given warnings.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending September 30<sup>th</sup>, 2023. Operating account had a total of \$483,375.47 of which \$95,536.11 was in the operating reserve fund. Reserve Fund account total \$331,706.91 which is comprised of CIT Money Market account and CIT CDARs. Total cash on hand is \$815,084.38. Checks written for the month totaled \$29,964.07 from operating account, \$1617.60 from the reserve account in expenses account there were no debit card purchases. Total expenses for the month of September 2023 were \$31,581.67. Assessment collection percentages for 2020 are at 99.6%, 2021 are at 99%, 2022 are at 97.7% collected and current year 2023 are at 93.8% collected to date.

Manager noted that a few owners are still paying off in house payment plans but only a couple. There are also currently five (5) plans at the attorney's office.

**Deed Restriction Committee Report**

Manager reported thirty (21) total violations. Ten (10) courtesy letters, seven (7) second letters, four (4) fine certified notices and two (2) force mows were sent out. Two homeowners responded to their violation notices.

**ACC Requests:** Manager reported that two (2) ACC's were submitted but just within the week so no responses have been provided yet.

**Landscaping Update**

Angelia Bentley reported that final Yard of the Month was awarded in September to owner on



Maxwood, who has done an excellent job of updating the exterior / yard. Yard of the Month will begin again next year in either April or May depending on how the yards in the community look and weather during the off season. Juli Cash submitted information on the Halloween Decorating contest so owners can **submit** something if they want their house / yard to be considered. Information can be submitted via Facebook or to [gina@sterlingasi.com](mailto:gina@sterlingasi.com) if you want your house to be considered. Prizes (gift cards) were dropped off to President Harris for Juli Cash to award to winners.

#### **Contact from AT&T:**

President Harris reported that AT&T is "phasing out the legacy (copper) lines in Oakwood Glen" and needs to convert our copper emergency phone line at the pool. Additionally he requested that the clubhouse lines be updated to fiber optic during the change out (they are currently copper). AT&T had planned to address the pool area first but there were some "communication issues" so the clubhouse lines were changed out first. The clubhouse telephone bill should be less beginning in November. A package will be delivered to President Harris house so that AT&T can come out and pull old lines from the park and convert the emergency phone.

#### **Trash Issues at Front - Exxon /Condo's**

No additional information has been provided regarding the Condo's. Manager will contact Scott at Heath Department to see if they are still monitoring this property.

#### **BY-LAW Committee**

Topic will remain tabled until 2023 Legislative Updates are in effect.

#### **Special Meeting - Final Call**

The Association has noticed the meeting for the same day as the Annual meeting (October 21<sup>st</sup>, 2023). This will be the final opportunity for any owners to get their ballots turned in. Meeting will occur immediately following the Annual meeting, which is scheduled to begin at 2PM. Notices for both meetings have been sent out and received by owners. President Harris does not expect we will get the 115 ballots still required to obtain a quorum for the Special Meeting.

#### **NNO - Neighbors Night Out**

Neighbors Night Out was held on Saturday, October 14<sup>th</sup>, at the park. Movie (The Explorers) was shown and patrons were provided hot dogs, popcorn and drinks. Members believe that between 35-50 people showed up to the event. The board may need to consider adjusting the date / time for NNO in the future.

#### **Members Meeting - October 21st**

President Harris reminded the board that the Annual Meeting was going to be held on October 21<sup>st</sup> at 2PM. Board members whose terms are expiring are Ken Clark, Kristen Rosas and Armando Perez. Armando has decided to run again. Additional candidate is Gary Loverich. Board is looking to fill the third spot on the board; there have been two write in candidates to date.

#### **Back Park Area**

President Harris reported that the trees previously to be removed have all been removed; Casey reported that there are some additional trees that need to be removed due to the extreme heat, drought and an infestation of pine beetles. No bid had been received by either President Harris or Manager at the time of the meeting. This is a very serious issue and President Harris would like to have an email vote once bid has been submitted. As long as there is unanimous consent or he provides seventy-two (72) hours to members to respond, the email vote can be done as "action



between meetings."

### **Financial Review -2022**

Association received the draft of the 2022 Financial Review, which is in the board packet. Treasurer, Linda Clarke reviewed the initial draft and requested updated (2021) reserve spreadsheet replace the 2019 reserve study that was included in the review. Manager provided information to Canady & Canady and this was updated. The only issue that the CPA firm noted was at some point during 2022, the Association had exceeded the FDIC secured amount in one of the bank accounts of \$250K. President Harris noted that during this time, the Association was looking to invest funds as the interest rates were at an all-time high. This has since been accomplished and NONE of the accounts exceed the \$250K amount. President Harris inquired if any of the members had any issues or concerns with the financial review. There were none. Treasurer, Linda Clarke motioned that the Board accept and advise Canady & Canady that they may finalize the 2022 review and remove "draft" watermark. The motion was seconded by Armando Perez; all were in favor and the motion carried. Manager will have nine (9) bound copies of the review mailed to her office once completed for Board members and a copy of the 2022 review will be posted on the Sterling web site.

### **Pool Decking - Replacement**

President Harris inquired if any bids were obtained for cool decking that needs to be replaced before next pool season. Manager has made some calls but has not been successful in finding anyone that can provide bids until November. She will continue to contact subcontractors to see if they can come out. Manager expects to have at least two (2) bids for November meeting to give the board an idea of what cost associated with this project will be.

### **NEW BUSINESS**

There were seven (7) accounts that were submitted by legal to vote on to proceed with lawsuits. Information was submitted to board prior to the weekend along with statement of accounts on all files requiring a vote. A motion to proceed with lawsuits on the following accounts - 22301892, 22301895, 22301896, 22301899, 22301898, 22301904 and 22301906 was made by Greg Gillis. The motion was seconded by Linda Clarke. All were in favor and the motion carried.

### **Christmas Party & Christmas Décor**

Manager confirmed that she has submitted request for balance due (deposit was submitted) for Santa and check for EJC's Farm. Checks will be cut and brought to November HOA meeting for Event's Committee to ensure that both are paid at the event.

In addition, Manager has contacted Majestic Lighting about the issues / concerns from last year. Board stated that they do not want to pay Majestic Lighting to install the lights this year. Since fees for storage in 2023 were paid last year, President Harris suggested that Casey could go pick up the Christmas décor so that the Association would not have to deal with or pay Majestic Lighting for this year or moving forward. All Christmas decorations can be stored in the shed. If Casey cannot provide bid to install the decorations, Manager will get JAK to bid for this.

### **Volleyball Net**

Manager noticed that volleyball net at back park has been destroyed. She believes it's been over a year since she purchased and dropped off the net but will make sure. Cost was less than \$200. Board approved replacing the net. Manager will order one and bring out to next meeting, if available.

### **OPEN FORUM**

None

**NEXT MEETING IS SCHEDULED FOR NOVEMBER 21<sup>ST</sup>, 2023**

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

**MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION**

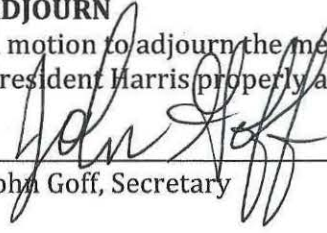
*No business to discuss in Executive Session.*

**EXECUTIVE SESSION SUMMARY**

No information to discuss in Executive Session.

**ADJOURN**

A motion to adjourn the meeting was made by Angelia Bentley; seconded by Greg Gillis at 8:10p.m.  
President Harris properly adjourned the meeting at 8:10 p.m.

  
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John Goff, Secretary

10-30-2023  
Date