

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

November 21st, 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 November meeting was called to order at 7:03 pm by President Mike Harris in person and via zoom. Other Board members in attendance were John Goff, Angelia Bentley, Armando Perez, Charles Paschal and Gary Loverich in person; Linda Clarke was in attendance via telephone and Juli Cash via zoom. Directors Greg Gillis was 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 John Goff. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from October 17, 2023 were approved by email vote on October 26, 2023.
2. The Board unanimously voted by email to remove five (5) beetle infested pine trees and two (2) dead oak trees on October 20, 2023.
3. The Board met on October 21, 2023 for a Special Meeting of the Board of Directors called by President Mike Harris and properly noticed on oakwoodglen.net. Mike Harris, John Goff, Armando Perez were present in person and Linda Clarke attended electronically. The sole purpose of the meeting was to set the 2024 assessments and approve the 2024 budget. The board unanimously agreed to increase the 2024 assessments by 3% and approved the 2024 budget.
4. The Board voted unanimously via email vote on October 28, 2023 to remove three (3) additional dead pine trees infested with pine beetles.

ELECTION OF OFFICERS

Annual meeting was held on October 21st and election of Officers must be done after annual meeting. A motion for officer positions to be held as follows: Mike Harris – President, Greg Gillis – Vice President, Linda Clarke – Treasurer and John Goff – Secretary. The motion was made by Angelia Bentley and seconded by Armando Perez. All were in favor and the motion carried.

SECURITY REPORT

Jonathan Rodriguez, contract deputy for Oakwood Glen was not in attendance. As per the report submitted by Sergeant Angstadt via email, Deputy Rodriguez stats as follows; - 69 contract checks, two (2) domestic disturbance, seven (7) meet the citizen, five (5) visits to park, one (1) mental health check, one (1) stranded motorist, four (4) follow up visits and five (5) traffic stops during the month of October.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Report for the month ending October 31st, 2023. Operating account had a total of \$432,791.07 of which \$96,568.14 was in the operating reserve fund. Reserve Fund account total \$336,981.27 which is comprised of CIT Money Market account and CIT CDARs. Total cash on hand is \$769,772.34. Checks written for the month totaled \$52,288.10 from operating account, and \$181.54 in debit card purchases. Total expenses for the month of October 2023 were \$53,469.64. Assessment collection percentages for 2020 are at 99.7%, 2021 are at 99%, 2022 are at 97.7% collected and current year 2023 are at 94% collected to date. Manager noticed that debit card balance for Angelia Bentley's card needed to be replenished

before upcoming Christmas event; she will email both Arely and Brandee when she gets home.

Manager noted that there were two (2) owners who are on payment plans in house. There are also currently six (6) plans at the attorney's office.

Deed Restriction Committee Report

Manager reported forty (40) total violations. Thirty-one (31) courtesy letters, six (6) second letters, and three (3) fine certified letters were mailed out. Two (2) homeowners made contact about their violations.

ACC Requests: Manager reported that four (4) ACC's were submitted during the month.

Landscaping Update

Angelia Bentley had nothing to report on landscaping. Juli Cash reported that the Halloween Decorating Contest was held and the winners were as follows: first place – 17302 Telegraph Creek, second place – 17715 Windy Pines and third place went to – 17127 Telegraph Creek. She added that only twelve people RSVP'd to have their homes looked at for the contest. She has not removed signs yet but will do so this week.

Update on Contracts:

Sterling Inspections – President Harris noted that over a year ago, the board discussed having Sterling ASI inspectors take photos with every letter being sent out and he thought this was happening. Manager reviewed minutes and files to see what had occurred. An addendum was never created and signed and therefore this never began happening. Cost to take photo with every violation is \$1.00 per picture; once the Association has 1GB of photos needing storage, there will be an additional cost of \$10 per month to store the photos. President Harris inquired if the board agreed that the cost would be worth the photos being taken. A motion to accept the addendum was made by Angelia Bentley; motion was seconded by John Goff. All were in favor and the motion carried.

AT&T Update – all AT&T issues have been handled. Sterling ASI will need to ensure that ACH is still in effect for both accounts but account numbers have changed. Manager has forwarded to the A/P Clerk.

Trash Issues at Front - Exxon /Condo's

No additional information has been provided regarding the Condo's. Condo's look better but Exxon is looking worse. Manager will try to perform December inspection with inspector.

BY-LAW Committee

Topic will remain tabled until 2024.

Annual Meeting/Special Meeting

The Association held the annual meeting on October 21st, 2023 and had only a total of 23 proxies. Manager reported at least ten (10) were mailed to Sterling ASI **after** the meeting. Meeting had to be called and recalled twice for election to happen.

In addition, second call of Special Meeting to approve the 5% increase for the installation of the Flock cameras was held. Although quorum for the second call meeting was only 271, the Association fell short by 72 ballots and votes were not able to be tabulated; motion died on the floor.

Back Park Area Tree Removal

President Harris reported that the trees have all been removed to date.

Christmas Party

Angelia Bentley reported that Big Horse Wagon and EJC's Farms has been scheduled for the Christmas party. She will be ordering pizza from Double Dave's and will pay for that next week. As always, she can always use volunteers if anyone is available.

NEW BUSINESS

Pool Decking - Replacement

President Harris prepared a summary of the three (3) bids that were obtained to replace the cool decking at the pool. This included what each vendor proposed doing at the pool as well as cost for each. In JAK bid, it noted that "possibility of coping breaking once they began to break up the concrete and cost associated with that would be \$17,390." President Harris stated that none of the other contractors factored that in although they had provisions for "change orders" in their estimates. Board discussed the matter and Armando Perez motioned that the Association accept the estimate from JAK; Gary Loverich seconded the motion. All were in favor and the motion carried. Gina will get with JAK and update Board regarding timeframe for the work.

OPEN FORUM

None

NEXT MEETING IS SCHEDULED FOR JANUARY 16TH, 2024

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

MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION

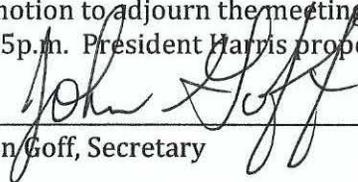
No business to discuss in Executive Session.

EXECUTIVE SESSION SUMMARY

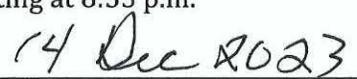
No information to discuss in Executive Session.

ADJOURN

A motion to adjourn the meeting was made by Angelia Bentley seconded by Armando Perez at 8:35p.m. President Harris properly adjourned the meeting at 8:35 p.m.



John Goff, Secretary



Date