

**OAKWOOD GLEN HOMEOWNER'S ASSOCIATION**  
**BOARD OF DIRECTOR'S MEETING AGENDA**  
**January 20, 2015**

**Call To Order**

- 1) Meeting Minutes approval and Actions between Meetings.
  - A. Approve minutes for the November 18, 2014 Board Meeting.
  - B. Read in summary of Executive Session from November 18, 2014 meeting.
  - C. Announce Actions between Meetings:
    - November 26, 2014 - The Board voted unanimously via email vote to accept a settlement agreement regarding a financial issue for one Member.
    - December 14, 2014 - The Board voted unanimously via email vote to spend up to \$2,800 for additional security patrols over the Christmas Holidays.
    - December 14, 2014 – Director Denny Payne resigned due to health issues.
- 2) Appointment for vacant Director's position.
- 3) Security Report. Deputy Ray Tomte
- 4) Open Forum. (15 minutes)(3 minutes max each)

**Old Business**

- 5) Discuss assignments, duties and allowable actions of Committee Directors between meetings.
- 6) Direct Action Property Management to create a "Book of Resolutions and Policy Statements" and record the Board's action to Roberts Rules of Order for HOA's as policy in our October 29, 2014 Board Meeting. Include in the Resolution that the Board also voted that Roberts Rules of Order for HOA's shall be incorporated into the next proposed revision of our By-Laws and presented to our Membership for vote.
- 7) Update on Director training class with Community Associations Institute (CAI) held on Jan.10, 2015.
- 8) Update on continued HOA attorney search.
- 9) Continued discussion on improving lines of communication.
- 10) Request volunteers for committees.

**New Business**

- 11) Discussion on needed repairs to tennis courts.
- 12) Discussion on getting with MUD District to discover what types of funding may be available to HOA's.
- 13) Discussion on filing for sales tax exemption status.
- 14) Discuss changing accounting method from cash to accrual.
- 15) Discussion on implementing a reserve study.
- 16) Discussion on needed changes to budget line items.
- 17) Contracts coming up for renewal over next 3 months:

***A. Electrician:***

Robert Donald

6331 LUCINDA MEADOWS DR.  
Katy, Texas 77449  
281-858-1555 or cell 832-488-7708  
[donaldlisa@att.net](mailto:donaldlisa@att.net)  
Terms: 2014 (yearly contract expires 12.31.14)

**B. Greenwood Insurance Note: pool covered under separate policy exp 5/23/15**

Jim Walker  
3934 CYPRESS CREEK PARKWAY, #240  
877-705-3257  
[jim@greenwoodinsurance.net](mailto:jim@greenwoodinsurance.net)  
Expires 4/15/15

**C. Texas Aquatic and Pool Services**

6942 FM 1960 E. #322  
Humble, Texas 77346  
281-852-5630 Fax 281-852-5631  
[texasaquatics@hotmail.com](mailto:texasaquatics@hotmail.com)  
Terms: 04.01.13 – 04.01.15

***D. Action Property Management:***

11118 Cypress N Houston Rd  
Houston, Texas 77065  
713-686-4692 FAX 713-686-4694  
[apm@actionproperty.net](mailto:apm@actionproperty.net)  
Terms: 04.01.13 -03.31.14 with yearly auto renewal unless terminated.

18) Recess for Executive Session if necessary.

19) Reconvene to read in summary for Executive Session if one is necessary.