

Oakwood Glen Homeowners Association

Board of Directors Meeting

June 23, 2015

The meeting of the Board of Directors of Oakwood Glen Homeowners Association was held on June 23, 2015, at 7:00 p.m. at 17902 Hawn Haven Lane at the community clubhouse.

In Attendance:

Board members in attendance were Greg Gillis, Mike Harris, Ken Clark, Mike Martini, Jill Colbert, Jack Eannarelli and Martha Buckner. Management in attendance was Lee Waldheim and Betty Waldheim.

Call to Order:

Due notice of the meeting had been given and a quorum was present, the meeting was called to order at 7:02 p.m.

Homeowners in Attendance:

There was 1 homeowner in attendance.

Approval of the Minutes:

The Board of Directors reviewed the minutes from May 19, 2015 as presented and voted to approve via email vote then posted to the website on May 28, 2015.

Action between Meetings:

- The Board approved a proposal to replace the light pole near the playground equipment as an emergency action, at a price of \$1,850, due to the deteriorated condition of the pole by email vote on May 24, 2015.
- The Board voted by email vote on June 18, 2015 to spend \$850 for the 4th of July postcards notices and rental of the bouncy house and snow cone machine. This action was taken by email vote because the scheduled meeting was postponed for a week due to tropical storm Bill.

Security Report:

- Deputy Tomte was not present to give a report.
- Mike Martini reported that the Security Committee has distributed information regarding the "4 Neighbor" program.
- The feasibility of working with Spring Creek Forrest on security contracts was discussed. Deputy Tomte will be asked to come to the next meeting to discuss. This issue is tabled pending further discussion.
- Increasing the security hours over the summer was discussed. It has been done in the past and there is money in the budget for extra security hours. Once it is determined what the hours will be, the Board will vote via email.

Open Forum:

There were no homeowner concerns to discuss. The one homeowner present volunteered to help with the July 4th event.

Committee Director's Updates:

- **Deed Restrictions:** There were 181 Deed Restrictions letters sent out on 211 violations. The committee met to discuss the violations noted by APM. We are using the same company for force mows which are charged back to the owners account. The lawns are verified by the committee prior to being sent to APM for scheduling. Deed Restriction issues will be discussed during executive session.
- **AC Committee:** There were 15 AC requests submitted including 3 that we received today. They are mostly for roof replacement.
- **Communication Committee:** It was suggested that the Welcome Packet that is sent to new residents should be reviewed and updated. APM will email the current Welcome Packet to the Board for review.
- **Landscaping Committee:** Jill reported that she met with Absolute Groundscape's design person to give him the keys so he can get in the pool area. They are checking the irrigation system to make sure it is working properly before they put in new plants. Jill will discuss with them about possibly a rock garden in an area that does not get water.

Old Business:

- **July 4th parade and picnic:** The event will be held on Saturday, July 4th, 2015. Jack Eannarelli reported that a post card announcing the event was mailed to homeowners and he will put 5 signs out. The fire truck will lead the parade at 9:15 am. Two prizes will be awarded; for most creative and most patriotic. There will be a bouncy house, snow cones, a water slide and tattoo stickers. A volley ball and beach ball will be provided. The food will be grilled hamburgers and hotdogs with relishes, chips and watermelon. Drinks will be iced tea and lemonade.
- **Tennis Court Repairs:** Mike Harris let them in to put up the screens and will check to make sure this is completed.
- **Pool furniture:** It was stated that the pool furniture needs to be power washed. Greg Gillis will talk to Texas Aquatics about getting that done.
- **Accounting Methods – cash vs accrual:** APM discussed the benefits to the association of using the cash accounting method vs accrual. Tabled at this time.
- **Contracts:** No contracts are up at this time for discussion
- **Pool Repairs:** Pool decking has been completed.
- **ADT:** Greg Gillis will find out if the cable can be extended 50 feet on one camera and if it can he will see about getting the cable himself and doing it unless there would be a warranty issue.
- **Audit Review:** The audit has just begun. Nothing to report at this time.
- **Budget Committee:** Linda Clarke is not present. Nothing to report at this time.
- **Attorney Comments Regarding Association Policies:** Nothing to report at this time.
- **Low Area on pipeline right-of-way:** Nothing to report at this time.

New Business:

- **Electric Panel at Clubhouse:** Donald Electric provided a bid for \$1,750.00 to replace the electric panel and 20 breakers including a surge protector. Martha Buckner made a motion to approve the bid for \$1,750.00 on the condition that it does include replacing the breakers which is not clearly stated on the bid. Ken Clark seconded the motion. The motion passed unanimously.
- **Director list for locksmith:** Greg Gillis presented a statement for Gordon Safe and Lock to remove previous Board members and add new Board members to their authorized key list to purchase keys and/or pick up keys for distribution on behalf of the Oakwood Glen Association. All Board members must sign the form and Gordon Safe and Lock will ID them and match their

signature before they will be allowed to purchase or pick up keys. Greg Gillis made a motion to make these changes to the Gordon Safe and Lock authorization list. Martha Buckner seconded the motion. The motion passed unanimously.

The board recessed into executive meeting at 8:29 pm. Regular meeting was reconvened at 9:32 pm.

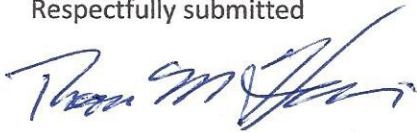
During the Executive Session the Board discussed:

- Several DR issues
- Collections on delinquent accounts
- The attorney using deferred billing vs cash basis billing. Martha Buckner made a motion to change the attorney contract to cash basis billing. Ken Clark seconded the motion. The motion passed unanimously.

Adjournment:

Being no further business to come before the board, a motion to adjourn the regular meeting was made by Martha Buckner and seconded by Ken Clark at 9:32 pm.

Respectfully submitted

A handwritten signature in blue ink, appearing to read "Mike Harris", is written over the typed name.

Mike Harris, President
Oakwood Glen Homeowners Association