

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

**June 20, 2017  
17902 Hawk Haven  
Spring, Texas 77379**

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the meeting was called to order at 7:04 pm. Board members in attendance were President Mike Harris, Vice President Ken Clark, Greg Gillis, Treasure Linda Clarke, Directors Jack Eannarelli, Nicole Loreth and John Goff, Sterling Association Services Inc. representative Leigh Pollard and homeowners and guests per the sign in sheet. Board members not in attendance were Kristen Ricketts and Patty Inzana.

**Meeting Agenda**

The agenda was reviewed by the Board. K. Clark motioned the agenda be approved as written, J. Goff seconded and the motion passed unanimously.

**Meeting Minutes Approval and Actions between Meetings**

- A. Minutes for the May 19, 2017 Board Meeting were approved by majority vote via email on May 31, 2017.
- B. Announce Actions between Meetings:
  - The Board voted unanimously via email to approve Absolute Groundscape trim trees at a cost of \$3,200.00 on May 19, 2017.
  - The Board voted unanimously via email to approve three payment plans on May 23, June 1, and June 11, 2017.
  - Mike Harris approved an emergency expense of \$250.00 to A+ Castel Plumbing to repair a broken water line on May 31, 2017.

**SECURITY REPORT**

No report

**OLD BUSINESS**

Deed Restriction Committee Report

D/R Summary – The report indicating the number of letters was not available and the board requested Sterling post them in the minutes.

There were a total of 104 letters issued; 53 “courtesy letters”, 37 “2nd Notices”, 14 “209 letters” and 20 “Forced Mow letters”.

Architectural Review (ARC) – G. Gillis reported there were two applications reviewed and denied for lack of information.

Landscaping Committee Report – No report.

Phase III of front park project. Installing additional security camera. G. Gillis stated the two cameras at the gate of the front park and the two in the middle of the park are working. There is still a question of who owns the camera systems; the Association or ADT. The Board requested a proposal for a new security camera system for the clubhouse area.

Phase IV of the front park project. Installing key fob equipment on tennis court. The key fob installation is complete on the tennis court gate. All common areas at the front park are now accessible via one key fob.

Community Outreach Program. M. Harris requested that the committee prepare a letter to the residents to be included with the annual meeting mailing. Signs will also be ordered.

Professional Association Community Manager (PCAM) Case Study. Sterling continues to submit all documents requested.

Reserve Study. The draft reserve study did not include the expenses for the new security lighting or this years contribution into the reserve fund. Waiting on corrections.

Paint Fence at Front Park. Work has not yet begun.

Stripe Both Parking Lots. Due to the pool schedule, the parking lot can only be striped on Monday and the last Monday it was scheduled, it rained.

June 3<sup>rd</sup> Pool Party. N. Loreth reported 75+ people were in attendance, were served pizza and snow cones and got to see all of the improvements at the pool area.

4<sup>th</sup> of July Picnic & Parade. J. Earnnarelli and his wife are working on the event and need volunteers from 9 am to 1 pm. The fire department will lead the parade which starts at 9:30 am. There will be snow cones, pizza and hot dogs. Requests for volunteers will be placed on Facebook and other social media forums. J. Earnnarelli moved the association expend \$1,500.00 for the event, N. Loreth seconded and the motion passed unanimously.

National Night Out. J. Goff has not decided whether to hold it on August 1<sup>st</sup> or October 3<sup>rd</sup>, the first Tuesday in either month, and envisions it being held at the clubhouse. M. Harris noted it if is held in October, that is the same month as the annual meeting.

Force Mow Policy. Discussion will be held following the outcome of the PCAM study.

Tree Trimming. The tree trimming will be done over the next two weeks.

Affirm Resolutions Previously Approved August, 2015. K. Clarke motioned, G. Gillis seconded and the board approved unanimously to confirm and file the following policies:

- Board Actions via Email
- Solicitation of Candidates to the Board of Directors
- Regulation of Standby Generators
- Approval of Foreclosure Actions and Enforcement Actions

CenterPoint Park Lights. M. Harris reported six of the nine CenterPoint lights in the park by the clubhouse have been repaired; a project that has been ongoing since January.

## **NEW BUSINESS**

Financial Report. L. Pollard reviewed the financial report for the month ending May 31, 2017 which indicated an operating balance of \$218,091.56, a reserve account balance in the amount of \$208,535.31 and checks totaling \$102,395.33. The Association has collected \$332,144.57 for 2017; 86.8%.

Legal. No discussion.

## **Open Forum.**

Barbara Yates wanted to know when the audit would be completed. M. Harris advised the work is in progress and once the board has received the final report and had a chance to review the document, it will be posted on the website. She also reported she had a portable basketball goal stolen from her driveway and it was reported another neighbor had her gardening tools stolen from the front lawn. Homeowners were reminded it is imperative to report crimes to the police in order for them to properly address the needs of the community.

The question regarding the "roughness" of the pool plaster and when was the last time it was replastered was answered; it was resurfaced in 2016.

How much patrol service does the Association receive? The Oakwood Glen and Spring Creek Forest share patrol. Each association hires their own deputy, the deputies work opposite shifts, and both drive each community while on patrol.

## **NEXT MEETING IS SCHEDULED FOR JULY 18, 2017**

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

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

*A motion was made, seconded and passed unanimously to move into executive session at 8:34 pm.*

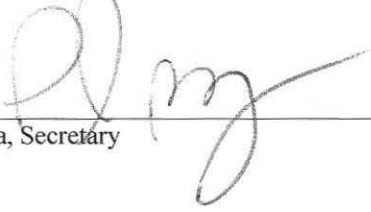
*A motion was made, seconded and passed unanimously to move out of executive session at 9:14 pm.*

**EXECUTIVE SESSION SUMMARY**

The Board approved one account be turned over to the attorney for non-compliance with the governing documents, one account for a lawsuit for non-payment of assessments and accounts with a balance totaling \$1,000.00 or more be turned over to the attorney for non-payment of assessments.

**ADJOURN**

With no further business to come before the Board; M. Harris properly adjourned the meeting at 9:18 p.m.

  
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Patty Inzana, Secretary