

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

July 17, 2018
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 7:08pm. Board members in attendance were President Mike Harris, Vice President Ken Clark, Treasurer Linda Clarke, Directors Jack Eannarelli and Greg Gillis. Also in attendance was Sterling Association Services Inc. representative Gina Keller, homeowners and guests per the sign in sheet. Board members not in attendance were John Goff, Kristen Ricketts, Nicole Loreth and Patty Inzana.

Meeting Agenda

The agenda was reviewed by the Board. President Harris noted that there was one additional item he wanted added to the agenda; that being adding some type of wiring on top of the pool fence. Ken Clark motioned the agenda be approved after adding this to the agenda. Greg Gillis seconded and the motion passed unanimously.

Meeting Minutes Approval and Actions between Meetings

- A. Minutes of the June 19, 2018 Board Meeting were approved by email vote on July 2, 2018.
- B. Announce Actions between meetings:
 - Mike Harris authorized Donald Electric to make emergency repairs at the pool in the amount of \$970 on June 28, 2018. All Directors indicated their approval via email.
 - The Board unanimously authorized up to \$1,500.00 to be spent on security camera installation in the back park on July 3, 2018.
 - The Board unanimously voted via email to move \$68,285.02 from the operating account into the Capital Reserve Account on July 5, 2018.

SECURITY REPORT

Neither John Goff nor Deputy Tomte were in attendance. President Harris mentioned that there have been several incidents involving teenagers getting into unlocked vehicles. As always, Deputy Tomte always reminds the group to "lock their doors," as most of these BMV (break-in motor vehicle) are happening when the vehicle is unlocked. The Sheriff's Department has been randomly testing car doors on parked cars and will put a note on the vehicle that states whether they were able to get in (and to remember to lock up) or whether the vehicle passed the test. Either way, a note is placed on the window/windshield.

OLD BUSINESS

Treasurer Report - Manager, Gina Keller presented the Treasurer's Report. Cash accounts total \$249,950.22 which is comprised of New First checking, New First Money Market and LPL Financial account. Reserve Fund accounts total \$297,398.92, which are comprised of Amegy MMA, LPL Financial account and Woodforest Bank C.D. account. Total cash is \$547,349.14. Monthly expenditures from operating account totaled \$43,576.51. Assessment percentages for 2015 are at 98.6%, 2016 are at 97.4%, 2017 are at 95% and 2018 are at 85% collected.

The board has been discussing instituting an Operating Reserve Fund for items that do not qualify as reserve, or to be used once a particular line item has exceeded the budget. Treasurer, Linda Clarke prepared the document. There were several categories where a decision had to be made by the Board as to a dollar amount, which members should be responsible to approve any use of this fund and the initial amount to fund the account. The board discussed these items and decisions were made. Treasurer Clarke will fill in the blanks on the form; send the updated document to Gina, who will get it reviewed by the law firm.

Deed Restriction Committee Report

D/R Summary – A total of 232 letters were sent out for compliance as follows:

No ACC or ACC Related – 4, Christmas Decorations – 3, Expired Tags – 2, Lot Maintenance – 47, Garbage – 13, Landscaping Maintenance – 104, Lot Trailers – 16, Parking violations – 20, Stored items – 22, and Temporary Structure – 2. There are 10 violations currently on “hold” and 25 being “monitored” for compliance based upon calls or emails to the management company requesting

Financial Review – Both the 2013 and 2017 Financial Reviews are in progress; the accounting firm will be finishing up the two together.

Architectural Review (ARC): – Greg Gillis reported that there were ACC request submitted since the last meeting, one for windows, which was approved and two that are still under review. One is for a roof and the other a fence.

Landscape: Kristen Ricketts was not in attendance to update on Yard of the Month.

Disaster Committee: President Harris stated that the Committee will be holding their second meeting next week.

Alarm Permit: Gina contacted Harris County and filled out the form online and paid for the permit with her Sterling credit card; should have before next meeting.

Contract Update: Gina has sent several emails to Greg Gillis about security companies to monitor the clubhouse. Greg suggested that these be forwarded to the entire board for decision to be made.

Phase III of front park project: Phase III has been completed.

New Surveillance – Clubhouse: Installation of two additional cameras was done over the past weekend. Conduit still needs to be run. A new conduit has been run to allow coverage of new areas.

Marquee: Linda Clarke has found a place to purchase the two new marquee signs. A quote to install should be forthcoming from Casey. Gina has contacted 4D Signworx to have them return the deposit that was submitted when they were originally scheduled to perform the work. More information will be provided once there is an install cost submitted.

Picnic Tables: Three of the picnic tables have been repaired; this was completed prior to the 4th of July party. There are five more tables that need refinishing. Casey is going to pick them up and take those back to the shop to repair so that weather will not impede work progress.

Clubhouse Repairs: No discussion; tabled for this month.

4th of July Picnic/Parade: President Harris was prepared to cancel the parade due the inclement weather, however when he arrived at the front park at 9:15am there were already at least a half dozen kids with bikes waiting in the pouring rain ready to hold the event. By the time the firetrucks and police escort arrived the number grew to at least 20. The Parade began at 9:45am in the pouring rain. The picnic was a success despite the inclement weather. The party committee had elected to go with hot dogs and ordered pizza instead of cooking hamburgers due to a shortage of volunteers committing to the 4th. Although it was raining, the kids enjoyed the water slide. President Harris stated that he attempted to perform a “head count” and there at least 50 people inside the clubhouse with more outside on the patio as well as a group of kids enjoying the waterslide. The rain did not seem to have an adverse effect on the use of the water slide or the festivities.

Sidewalk Repairs: The sidewalk repairs will not be done until after the pool closes.

2019 Budget: Treasurer, Linda Clarke passed out the first draft of the 2019 budget. She noted that costs are expected to increase in 2019 somewhere between 3.5-4%, which she budgeted for in the expense category. Linda asked that all Directors review the draft and send any notes or requests for projects to her.

NEW BUSINESS

Drainage issues: Drainage issues at the clubhouse became very evident on the 4th of July when people were having to wet-vacuum the floor of the clubhouse because water was flowing in under the double doors next to the kitchen. Bids to correct the drainage issue are forthcoming. Initially, French drains were considered. After discussions with Casey a quote is being prepared to add PVC pipe directing the run off north into the Faithbridge Church drainage ditch. Gutter downspouts will be directed into the PVC pipe and the surface will be tapered to direct surface water into the same ditch. A quote to replace the existing gutters with a leaf guard gutter system will be requested in an attempt to prevent the new PVC from getting clogged by leaves and trash.

Annual Members Meeting: The annual meeting has been scheduled for Saturday, October 20th, 2018 at 2PM at the clubhouse. The Solicitation for candidates notice will be sent via both USPS mail and E-Blast before August 1st.

Barbed Wire: Because there have been multiple people gaining access to the front park area by climbing the fence a discussion was held to consider the use of barbed wire or other options to limit access to the park. After a lengthy discussion and viewing some samples, the board tabled this discussion for now but the subject will remain open.

Legal: Last month 114 – 14-day letters were sent out to delinquent homeowners. President Harris noted that as of July 6th, 27 of those owners paid in full and 13 owners got on payment plans. The Board is considering the next steps that need to be taken to improve collections.

Open Forum: Most of the homeowners in attendance came to the meeting to discuss deed restrictions or other issues.

NEXT MEETING IS SCHEDULED FOR AUGUST 21st, 2018

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 9:18pm.

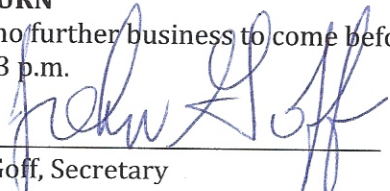
A motion was made, seconded and passed unanimously to move out of executive session at 9:41 pm.

EXECUTIVE SESSION SUMMARY

The Board approved sending additional accounts to the attorney for delinquent assessments and two accounts for covenant violations.

ADJOURN

With no further business to come before the Board; President Harris properly adjourned the meeting at 9:43 p.m.



John Goff, Secretary