

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

**May 21, 2019
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 7:00pm by President Mike Harris. Board members in attendance were Vice President Ken Clark, Secretary John Goff, Treasurer Linda Clarke, Directors Greg Gillis, Angelia Bentley, Kristen Ricketts and Juli Cash. Also in attendance were Sterling Association Services Inc. representative Gina Keller, homeowners and guests per the sign in sheet. Board member Patty Inzana was not in attendance.

Meeting Agenda

The agenda was reviewed by the Board. Mike Harris noted that he would like to add one item to the agenda; that being a brief discussion about the key fob system. Ken Clark motioned the agenda be approved with the addition of key fob discussion, Greg Gillis seconded and the motion passed unanimously.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from April 16, 2019 Board Meeting were approved by a majority vote on May 02, 2019 by a majority email vote.
2. One payment plan was approved on May 17, 2019 via unanimous consent via email vote.

SECURITY REPORT

Deputy Tomte was in attendance to report on security issues. He reported all stats from March through April 18th, 2019. Board inquired about whether DA was going to press charges against the individuals that were caught burning books from the little free library. Deputy Tomte stated that, at this time, the DA has chosen not to press charges but the "arson" will be noted on their records and if they are caught starting any fires in the future, charges filed could include this incident.

OLD BUSINESS

Treasurer Report - Manager, Gina Keller presented the Treasurer's Report. Cash accounts total \$319,270.80 is comprised of New First checking, New First Money Market and debit card. Operating Reserve is \$29,037.11 for a total operating balance of \$348,307.51. Reserve Fund accounts total \$355,287.20 which is comprised of New First Money Market, LPL Financial account and Woodforest Bank C.D. account. Total cash is \$703,594.71. Checks from operating account totaled \$21,990.80 and \$22,969.54 from Reserve account for a total of \$44,960.34. Assessment collection percentages are for 2017- 97.4%, 2018 - 95.9% and 2019 - 89%.

President Harris noted that there are currently 85 homeowner payment plans being monitored by Sterling and 11 homeowner payment plans being monitored by the attorney.

In addition, there is one homeowner account that is current on assessments but owes over \$1,700 in force mow fees. President Harris inquired if the other members had an opinion regarding filing this claim in JP court. This was discussed and Gina will look into whether this can be done by management or if Luke Tollett (Holt & Young) recommends representation by his firm in this matter.

Deed Restriction Committee Report

D/R Summary - A total of 129 letters were sent out for compliance as follows:

No ACC or ACC Related - 2, Expired Registration - 1, Lot Maintenance (Exterior)-53, Garbage - 2, Landscaping Maintenance -54, Trailers -3, Parking violations -1, Stored items - 10; Running A Business - 1 and Fences - 3. There are currently no violations on hold or being monitored for

compliance based upon calls or emails to the management company.

Architectural Review (ARC): – Greg Gillis reported one (1) ACC request was submitted for roof replacement and garage door. ACC had been waiting on additional information for almost a month. In the future, Gina recommended that any ACC that is “incomplete” be denied immediately. Upon receipt of the additional information, the ACC request can be resubmitted. Director Gillis will do this from now on. Gina will discuss with Administrative Specialist, Melissa Fulp, so that she is aware that if all information is not submitted, request should be denied.

Landscaping Committee Report – Kristen Ricketts that the yard for the April “Yard of the Month” had been selected; signage was placed out and card and gift were given to owner. There was no additional information regarding landscaping to report.

Clubhouse Repair: No meeting this month. President Harris reported that there will be no meetings until the reserve study is completed. He plans on having the replacement of the clubhouse added to the reserve study.

Disaster Committee: No meeting this month.

Fiber Optics: AT&T has installed the fiber optics at the pool. Per Director Gillis, fiber optics is being utilized for the camera system at the pool. The fiber optics has not been installed at the clubhouse yet. There is no ETA for this project at this time.

While discussing the camera system, President Harris brought up the key fob system. Per Director Gillis this system was put into place in 1995. The Board needs to look at costs for replacing the current system and add as a line item for the 2020 budget.

2013 Review: Canady and Canady have still not been able to obtain the following information to complete the 2013 financial review – G/L from 6/1/13 – 12/31/13, Bank reconciliation balance on 12/31/2013, Assessment reconciliations at 12/31/2013 and prepaid fees at 12/31/2013. Greg Gillis will check his old files to see if he can produce any of these files, which will be forwarded to Canady and Canady.

Director Training: President Harris stated that he received a telephone call from Chuck (President at Spring Creek Forest) who said they would be sending at least five (5) directors to the training session on June 8th. President Harris asked that Gina get with Stephanie Ferrante at CAI to confirm all of the specifics for the class. Gina stated that she was recently informed that Stephanie is no longer at CAI. Gina will find out who is taking over for her and provide update to President Harris before the meeting/seminar. He may post something on Next Door for “Boards” in the area to see if there are any other Directors who might be interested in attending the Training Seminar.

Pool Address: When attempting to have the fiber optics installed at the pool, it was discovered that AT&T did not have the correct address of the pool. President Harris believes this to be a liability and now that the address has been confirmed, he would like to have signage installed with the address. Several suggestions were made from painting the address on the curb to placing a sign on the fence with the address. Another option might be to put the address on the monument sign. No final decision was made at the meeting.

Drinking Fountain: The new water fountain has been installed at the pool/park but at present the flow of water needs to be adjusted. President Harris has contacted the contractor regarding this issue. Invoice will remain on “hold” for payment until the adjustment has been made to the Board’s

satisfaction.

Reserve Study: The representative from Reserve Advisors will be meeting President Harris at the clubhouse on Wednesday, June 5th to perform the updated reserve study. Any other board members interested in attending are welcome.

Pool Party: The pool party held on opening weekend was well attended and a "success" per Angelia Bentley and Kristen Ricketts.

The next neighborhood event will be the 4th of July parade and party. President Harris asked Secretary John Goff to ensure that the fire truck and either Deputy Tomte or another representative of the Sheriff's Department be in attendance to coordinate traffic flow for the parade. The event is scheduled from 9:30am to 1:30pm. Residents will meet at the parking lot at the front park at 9:30 am. The parade will begin at 9:45am and proceed to the back park. Kristen Ricketts will book the water slide, snow cone machine and look into renting a hot dog machine in lieu of pizza. Gift cards will be purchased for the bicycle decoration competition.

A suggestion was made that the 4th of July event be posted to the marquee sign and the website on or around June 4th, 2019 in order to provide plenty of notice to the community.

NEW BUSINESS

Kristen Ricketts provided the completed application to be added to the debit card account since she has been spending her own pocket for community party events.

Legal: There were four (4) accounts presented from legal to proceed with collections. The following accounts were presented for a vote #21803898, #21805017, #21805007 and #21603894, which also includes appointment of trustee on behalf of one homeowner. A motion was made by John Goff to move forward with all accounts presented. The motion was seconded by Ken Clark and approved unanimously.

Open Forum: No discussion.

NEXT MEETING IS SCHEDULED FOR June 18th, 2019

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 8:20 pm.

A motion was made, seconded and passed unanimously to move out of executive session at 8:24pm.

EXECUTIVE SESSION SUMMARY

The Board reviewed the attorney status report; no other action was required.

ADJOURN

With no further business to come before the Board; President Harris properly adjourned the meeting at 8:25 p.m.



John Goff, Secretary