

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

May 18, 2021

17902 Hawk Haven Lane – Spring, TX 77379

CALL TO ORDER

With prior written notice by the President and a quorum of Directors present, the May meeting was called to order at 7:09 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were Ken Clark, John Goff, Angelia Bentley, Greg Gillis, Juli Cash and Armando Perez. Directors Linda Clarke and Kristen Ricketts were not in attendance. Also in attendance was Sterling Association Services Inc. representatives Gina Keller (via zoom) and Norah McClure; one homeowner attended via zoom.

Meeting Agenda

President Harris inquired if any of the members had any items to add to the agenda. Mike Harris stated that legal had sent another account over to be voted on. Motion to add account #21802714 to the agenda and approve the agenda was made by Ken Clark and seconded by John Goff. All were in favor and the motion carried.

Meeting Minutes Approval and Actions between Meetings

1. Meeting minutes from April 20, 2021 Board Meeting were approved by email vote on May 01, 2021.

SECURITY REPORT

Security Officer, Deputy Ray Tomte was in attendance for the first time since the COVID-19 shutdown. Officer Tomte reported the most recent stats which included burglary of a habitation, credit card abuse, multiple family disturbances, a major crash, a BMV, some suspicious circumstances and a couple of criminal mischief reports, including all four tires slashed on one vehicle. Deputy Tomte reported that things have been busy in the neighborhood and it's still not summer yet. As the Board is aware once the kids are out of school, the criminal mischief tends to spike.

OLD BUSINESS

Treasurer's Report - Manager, Gina Keller presented the Treasurer's Reports for the month ending April 30th, 2021. Operating account had a total of \$543,837.56 of which \$48,396.24 was in the operating reserve fund. Reserve Fund account totals \$291,886.35 which is comprised of New First Money Market and Woodforest Bank C.D. Total cash on hand is \$840,723.91. Checks written for the month totaled \$43,669.90 of which \$31,750.90 was from operating, \$11,050.00 was out of reserve fund and \$869 from the debit card. Assessment collection percentages for 2019 are at 98.4%, 2020 are at 97.7% and 2021 are at 91.7%.

Manager reported that there are fifteen (15) in house payment plans and eleven (11) accounts at the attorney that have executed a payment plan. Two of the accounts at the attorney paid "in full" this month.

Deed Restriction Committee Report

D/R Summary - 27 letters were issued for the month of April as follows: (13) courtesy letters, (9) second letters, (2) final notices and one (1) force mow were sent out. Monthly inspections are performed after the HOA meeting, which was confirmed by Norah McClure, Account Specialist. Inspection schedule will change beginning in June from last week of the month to week prior to HOA meeting.

Architectural Review (ARC): - Greg Gillis reported that three (3) ACC requests were submitted.

One for windows was approved. One for fence was approved. One for French Drains was denied as owner needs to submit more information.

Landscaping Committee Report – Kristen Ricketts was not in attendance. President Harris inquired if Angelia Bentley had posted any information yet regarding which area of the neighborhood was selected. Angelia Bentley reported that she placed the information on Facebook and Juli Cash will ride with her to look at the streets. Manager, Gina Keller stated that if Angelia provides her with the information regarding which streets are being selected she could send out an e-blast to the homeowners. Angelia will send the information to Gina.

2013 Review: Review has been completed. Hard copy of 2013 review was provided to Linda Clarke. She made notes, which Mike Harris typed up and Manager forwarded to Canady & Canady to see if the notes and disclosures requested could be added to the 2013 review. Information will be reviewed and they will let us know.

Operations Under COVID-19 – UPDATE

Per President Harris, given the recent updates and decline in cases of COVID, it appears that most of the operations will be getting back to normal by mid-summer. The pool operations will be at 100%, all furniture will be placed out and no masks are required. We will continue requiring COVID release forms to access the pool. The basketball court will open back up once Casey can remove the trees and the fence along the property line. The tennis courts and playgrounds are both up for regular use. The only amenity that is not being used at this time is the clubhouse. Board suspects that around mid-summer, they will be ready to open the clubhouse for rentals.

Concrete Repairs – Back Park – President Harris reported that the concrete was being poured today at the back park.

Updates on Light Fixtures – President Harris spoke to Robert at Donald's Electric and there are still four (4) lights that need to be installed in the office. Robert got COVID, is feeling better but unfortunately is only able to do one or two small jobs per day. As soon as he is better, he will get the last four lights installed in the office.

Janitorial Question – Angelia Bentley inquired what day Carlos is supposed to come out and clean the clubhouse. Manager reported it was supposed to be done the Friday or Monday prior to the meeting. Because of the COVID, he may have changed the schedule. Manager will contact Sherry, owner of the company to make sure we get him back on track.

Mini-Split A/C

President Harris reported that the mini-split has been ordered.

4th of July Party

President Harris reported that he contacted the police and there will be a deputy in attendance for the parade. John Goff reported that he had contacted KFD and there will also be a fire truck at the parade. Angelia Bentley discussed what would be served and she will purchase gift cards to "award" as prizes for the bike decorations.

Continue to use Zoom

President Harris inquired as to whether the members of the board wanted to continue to pay for the zoom account. Per Greg Gillis, the account expires on July 11th; we will have one more meeting to make the decision. Manager reported that the cost of the program is \$16.95 per month but we

purchased at a cost of \$159.60 for the year. Board members will discuss next month.

OLD BUSINESS

Mike Harris stated that he was going to put the specifications together for the bridges so that we could get three (3) bids.

NEW BUSINESS

Christmas Decorations – last month the members discussed the possibility of hiring a company to install Christmas lighting throughout the community. Manager sent emails to Angelia Bentley and Juli Cash of companies that specialize in installation of Christmas décor as well as some of the landscaping companies who provide this service as well. The ladies have not had the opportunity to reach out to the vendors yet.

Candy & Canady submitted the 2020 engagement letter to be signed by the President or Treasurer, which engages them to perform the financial review for 2020. The cost to perform the financial review is \$2800. A motion to execute the letter was made by Angelia Bentley and seconded by Ken Clark. All were in favor and the motion carried. President Harris executed the engagement letter.

LEGAL – Account #21905499 was presented with backup to proceed with judgement and judicial foreclosure. A motion to sign was made by Greg Gillis and seconded by Angelia Bentley. All were in favor and the motion carried.

Account #21802714 was presented with backup to proceed with judgement and judicial foreclosure. Armando Perez made a motion to proceed; the motion was seconded by Angelia Bentley. All were in favor and the motion carried.

Open Forum – One Homeowner was in attendance on Zoom. As his issue is something that cannot be discussed in open session or without legal present, President Harris suggested that he make contact with the law firm.

NEXT MEETING IS SCHEDULED FOR JUNE 15, 2021

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

MOTION TO MOVE INTO AND OUT OF EXECUTIVE SESSION

Motion made to move into Executive Session at 8:18pm.

EXECUTIVE SESSION SUMMARY

Board reviewed attorney status report.

ADJOURN

President Harris properly adjourned the meeting at 8:22p.m.



John Goff, Secretary

5-27-2021

Date