

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

**October 18, 2022**

**17902 Hawk Haven Lane – Spring, TX 77379**

**CALL TO ORDER**

With prior written notice by the President and a quorum of Directors present, the October meeting was called to order at 7:08 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were John Goff, Angelia Bentley, Greg Gillis and Armando Perez in person; Linda Clarke was in attendance via telephone and Juli Cash via zoom. Directors Ken Clark and Kristen Rosas were not in attendance. Also in attendance was Sterling Association Services Inc. representative Gina Keller and homeowners attended in person as per the sign in sheet.

**Meeting Agenda**

President Harris inquired if any of the members had any items to add to the agenda. None of the members had any agenda items to add. A motion to approve the agenda as presented was made by Armando Perez. The motion was seconded by John Goff. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from September 20<sup>th</sup> were approved by majority email vote on October 2<sup>nd</sup>, 2022.

**ELECTION OF OFFICERS**

Annual Meeting of Members was held on Saturday, October 15<sup>th</sup>. As meeting was held just a few days prior, the election of officers is first order of business. Greg Gillis made a motion that Mike Harris remain in the position of President. The motion was seconded by Linda Clarke; all were in favor and the motion carried. Armando Perez motioned that Kristen Rosas be appointed as Vice President; the motion was seconded by Greg Gillis. All were in favor and the motion carried. A motion that Linda Clarke remains in the position of Treasurer was made by John Goff and seconded by Greg Gillis; all were in favor and the motion carried. A motion was made by Angelia Bentley that John Goff remains in the position of Secretary; the motion was seconded by Greg Gillis. All were in favor and the motion carried.

**SECURITY REPORT**

Deputy Tomte was unable to attend via zoom. Director John Goff presented the stats for the period from September 17<sup>th</sup> to October 14<sup>th</sup>, 2022. Incidents reported in the community during the period were as follows: three (3) mental health checks, two (2) family disturbances, one (1) family assault, one (1) runaway, one (1) sexual assault, one (1) child neglect, one (1) injury to a child, one (1) terroristic threat, one (1) criminal mischief – damage to a mailbox and one (1) accident – failure to stop and give information.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending September 30, 2022. Operating account had a total of \$411,793.47 of which \$85,543.16 was in the operating reserve fund. Reserve Fund account totals \$288,736.45 which is comprised of CIT Money Market account and Woodforest Bank C.D. Total cash on hand is \$700,529.92. Checks written for the month totaled \$41,337.62 from operating account in expenses, \$6,825.00 from the reserve account and \$230.71 in debit card purchases. Total expenses for the month of September 2022 were \$48,393.33. Assessment collection percentages for 2020 are at 99% and 2021 are at 98.3%. Assessments for current 2022 are currently 93.5% collected.

Manager reported that assessment invoices were mailed out with the three (3) payment option

coupon included.

### **Deed Restriction Committee Report**

D/R Summary -Matrix report shows 59 total letters were sent out in September. Seventy (70) courtesy letters of which most were landscaping and stored items, four (4) second letters, eleven (11) certified letters and one (1) force mow letters were mailed out. Six contacts regarding the violations were made by homeowners.

**Landscaping Committee Report** - Kristen Rosas was not in attendance. Angelia Bentley reported that the last yard of the month was just awarded in September. The homeowners were very excited to be selected for the award. Their picture was taken for the Oakwood Glen website.

### **Halloween Decoration Contest**

Juli Cash sent out a flyer for the Halloween Décor contest that included an RSVP email for those owners who wanted to be considered for the judging. Judging will be done on October 27<sup>th</sup>. Committee will award a First, Second and Third Place; signs will be posted in each yard an owners will receive a gift card.

**Architectural Review (ARC):** - Martha Buckner reported that two ACC requests were submitted since the last meeting. One was for window replacement and the other was for solar panels. Both were approved.

### **Update on Contracts:**

No contracts are up for renewal.

### **Trash Issues at Front - Exxon /Condo's**

President Harris reported that he and Manager, Gina Keller received an email from the Health Department sent by Scott Jeansomme . He had cited the condos for multiple violations and they have thirty (30) days to cure the violations. Prior to coming to the meeting this evening, Manager, Gina Keller parked at the pool, walked the condos and took about twenty (20) additional photos of the ongoing issues. There is still "trash" all over the property, vehicles that are inoperable, hazardous materials (i.e. oil, antifreeze, paint, etc.) and a variety of stored materials throughout the property. Manager plans to see if she can meet the Inspector when he comes to perform his next visit.

### **Monument Signage**

The entrance sign that was damaged by vehicle on Oakwood Glen Boulevard is on the schedule to be repaired within the next few weeks. Manager will get an ETA from 4D Signworx on when they expect to have the repairs completed.

### **Pool Sign**

Previously, the Association had met with the owner of QS Cast Stone; the company that installed the original sign at the pool and obtained a bid for the repairs. The bid was obtained and approved over a year ago. Owner of the company was in the hospital with bad case of COVID and Manager has been unable to reach anyone at the office or the owner via his cell phone. A request was made that Ralph from 4D Signworx come out and provides an updated bid for the pool signs.

### **October Members Meeting**

The Annual Meeting of the Members was held on Saturday, October 15, 2022. All incumbents were reelected to their positions. It was noted that out of the 903 homeowners in Oakwood Glen, there were only 29 people in attendance via proxy or in person.

### **Tree Trimming - Back Park**

Project has been completed.

### **Neighbors Night Out**

Angelia Bentley reported that there were approximately fifteen (15) adults and fifty (50) kids that showed up to Neighbors Night Out. She reported that things went very smoothly and the kids had a good time.

### **BY-LAW Committee**

President Harris reported that the By-Law Committee has had one meeting already and is scheduled to hold another meeting on October 21<sup>st</sup>.

### **License Plate Readers - Flock Security**

President Harris reported that during the HOA annual meeting, the majority of the attendees all had positive feedback regarding the information provided on the Flock cameras.

### **AT&T Park Use**

President Harris is currently waiting for the Supervisor of the AT&T to get back with him about their subcontractors installing the cables on HOA property. He will reach out this week for an update.

### **NEW BUSINESS**

Playground Inspection - President Harris inquired if bids could be obtained to perform inspections on the playground equipment. Since JAK Companies sent their staff to training classes on how to inspect playgrounds, Manager will obtain a bid for an inspection to be performed during the fall / winter when things are slow.

### **Legal:**

None

### **OPEN FORUM**

Homeowner who lives on Briarfield wanted to know why the Association is not citing and fining for the "trash can policy" that was mailed out to all owners several years ago. She stated that she puts her cans behind the fence after each pickup and does not understand why others don't have to. President Harris explained that the "letter" was sent out by a previous board and that Oakwood Glen has two separate sections of CCR's. One of the sections does state that cans should be "out of public view" when not in use but the other section does not. The Association would not be able to enforce this policy throughout the entire community and therefore as long as residents put the cans up at the side of the house or the garage, they are in compliance with the CCRs.

### **NEXT MEETING IS SCHEDULED FOR NOVEMBER 15, 2022**

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 8:21pm.*

### **EXECUTIVE SESSION SUMMARY**

Information discussed in executive session was regarding legal issues.

### **ADJOURN**

A motion to adjourn the meeting was made by Greg Gillis; seconded by Angelia Bentley at 8:28p.m.

President Harris properly adjourned the meeting at 8:30p.m.

John Goff  
John Goff, Secretary

Oct 31, 2022  
Date