

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

**November 15, 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 November meeting was called to order at 7:00 pm by President Mike Harris in person and via Zoom. Other Board members in attendance were John Goff, Angelia Bentley, Kristen Rosas, Armando Perez and Juli Cash in person; Linda Clarke was in attendance via telephone and Greg Gillis via zoom. Director Ken Clark was 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. Manager requested that rental fee for the clubhouse be added to the agenda for discussion. A motion to approve the agenda with the addition was made by Armando Perez. The motion was seconded by Angelia Bentley. All were in favor and the motion carried.

**Meeting Minutes Approval and Actions between Meetings**

1. Meeting minutes from October 18, 2022 were approved via email vote on October 28, 2022.

**SECURITY REPORT**

Deputy Tomte was unable to attend via zoom. Director John Goff presented the stats for the period from October 18<sup>th</sup>, 2022 through November 12<sup>th</sup>, 2022. Incidents reported in the community during the period were as follows: two (2) family assaults, two (2) telephone harassment, one (1) family disturbance, one (1) identity theft, one (1) disturbance, one (1)BMV, one (1) welfare check, one (1) death investigation, one (1)lost property and one (1) report of terroristic threat.

**OLD BUSINESS**

***Treasurer's Report*** - Manager, Gina Keller presented the Treasurer's Report for the month ending October 31, 2022. Operating account had a total of \$412,523.16 of which \$86,572.80 was in the operating reserve fund. Reserve Fund account totals \$293,755.26 which is comprised of CIT Money Market account and Woodforest Bank C.D. Total cash on hand is \$706,278.42. Checks written for the month totaled \$24,384.11 from operating account in expenses and \$201.00 in debit card purchases. Total expenses for the month of October 2022 were \$24,585.11. Assessment collection percentages for 2020 are at 99.2% and 2021 are at 98.4%. Assessments for current 2022 are currently 93.7% collected.

Manager reported that at present she does not have the number of payment plans but has been contacted by several owners who still have outstanding balance from 2022 and want to engage in a payment plan agreement. Manager will have number of payment plans beginning in January 2023.

**Deed Restriction Committee Report**

D/R Summary –Matrix report shows 11 total letters were sent out in October. Four (4) courtesy letters and seven (7) second letters; no certified or force mow letters were sent out this month. Due to the Halloween decorating contest, inspector performed "light" inspection. There were nine (9) contacts regarding violations made by homeowners.

**Landscaping Committee Report** – Kristen Rosas reported that she did request a bid for fall / winter flowers for the entrance. Bid was received and flowers should be planted next week per

email received from Casey.

### **Halloween Decoration Contest**

Juli Cash reported that the Halloween contest was a success. There were several people that did not get the "memo" that to be considered for the contest, they had to RSVP as per the flyer. Juli reported that the signs were placed up for First, Second and Third place and owners were awarded gift cards. Signs have since been removed; people are starting to decorate for Christmas.

**Architectural Review (ARC):** – Martha Buckner reported that no ACC requests were submitted to the Committee this past month. In addition, Manager reported that homeowner G. Loverich, who is serving on the Bylaws Committee had expressed interest in getting more involved with the Association. President Harris suggested he might join the ACC. Manager has submitted his information to the ACC and they are going to meet with him before the end of the year.

### **Update on Contracts:**

No contracts are up for renewal.

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

Manager has been in communication with Scott Jeansonne at the Health Department. An updated visit will be scheduled during the first week in December. Manager has requested that she be contacted in advance and notified of the date of the return visit. Per Mike Harris, there has been some landscaping done recently.

### **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**

Sign specification have been submitted from 4D Signworx. Ralph Tovar, representative has submitted the information to the "Design Team" and is awaiting the drawings and bid to present for approval.

### **BY-LAW Committee**

President Harris reported that the By-Law Committee has been meeting on a regular basis. At present they are meeting twice per month at the clubhouse on Friday's.

### **License Plate Readers – Flock Security**

President Harris inquired when the Board would like to attempt to hold the first Special Meeting regarding the special assessment for the Flock cameras. President Harris suggested the first quarter of the year. Manager will have to work on the notice and the directive proxy, have those "blessed" by legal prior to the meeting. President Harris provided the actual number of owners that would be required for the special assessment to pass as well as an explanation of the number of meetings that could be held regarding this matter.

### **Christmas Party**

Christmas Party will be held on Saturday, December 3<sup>rd</sup>, 2022 from 4PM – 7PM. Angelia Bentley and Armando Perez are looking for volunteers to assist in decorating the clubhouse for the event. Juli Cash created a flyer and posted to the multiple Facebook accounts. Manager will send out blast on Friday prior to the event as a reminder.

### **Christmas Decorations**

Juli Cash reported that the Christmas décor will be installed no later than December 3<sup>rd</sup>, 2022. She spoke with Majestic Lighting earlier today and would like to have a copy of invoice from last year to look at the cost for storage. Manager will get that sent to her for review. One of the members inquired what would happen if the monument sign repairs were not completed by the time Majestic comes out to install the décor. Juli stated that they come out to replace bulbs that are not lit or for other items so it should not be a problem. Manager reiterated that repairs should be complete before Thanksgiving, as per communication from the sign company.

### **AT&T Park Easement**

President Harris is currently waiting for AT&T's Construction Supervisor to get back with him about their subcontractors installing the cables on HOA property.

### **NEW BUSINESS**

***Playground Inspection*** – A bid was obtained from JAK Companies to inspect two (2) playgrounds – at 17902 Hawk Haven and 7106 Falling Waters for safety standards per CPSI standards. No repairs will be made without approval. A report will be submitted to the Association once the playgrounds have been inspected. If, at that time, there are repairs required, those will be listed and a bid will be provided. A motion to accept the bid was made by Kristen Rosas; the motion was seconded by Juli Cash. All were in favor and the motion carried.

### **Legal:**

Account #22202089 was submitted with backup to file lawsuit for judicial foreclosure. A motion was made by Greg Gillis. Angelia Bentley seconded the motion. All were in favor and the motion carried,

Account # 22202091 was submitted with backup to file a lawsuit for judicial foreclosure. The motion to proceed was made by Greg Gillis and seconded by Angelia Bentley. All were in favor and the motion carried.

### **OPEN FORUM**

None

### **NEXT MEETING IS SCHEDULED FOR JANUARY 17, 2023**

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

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

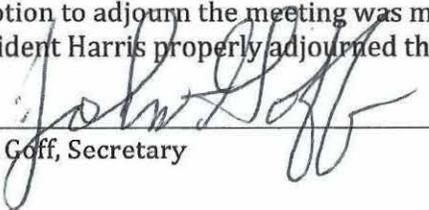
*Motion made to move into Executive Session at 8:20pm.*

### **EXECUTIVE SESSION SUMMARY**

No discussion in executive session.

### **ADJOURN**

A motion to adjourn the meeting was made by Armando; seconded by Angelia Bentley at 8:22p.m. President Harris properly adjourned the meeting at 8:23 p.m.

  
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John Goff, Secretary

Dec 8, 2022  
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Date