

White Oak Springs Homeowners Association

Board of Directors Meeting Minutes

April 18, 2021

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held on Sunday, April 18, 2021 as a virtual meeting over a Zoom Call due to Covid-19. Quorum was established, Board President, Eugene Watkins, called the meeting to order at 9:05 A.M.

Quorum & Meeting Call to Order:

Quorum was established by proxy and attendance. Board President, Eugene Watkins, called the meeting to order at 9:05 A.M.

Board of Directors Present:

Eugene Watkins, President
Marie Godard, Treasurer
J. Hooper, Secretary
Aldo Garcia Director

Delayed: Erika Pena, Director

Community Manager:

No one was present from Action Property Management (APM)

Minutes

Board reviewed the Quarterly Community Meeting Notes & the WOS Executive Board Meeting Notes from 3.23.2021 and to what was sent out to the group. Both copies of the notes will be signed and returned by J. Hooper, Secretary on **April 19, 2021** to forward to APM.

Financial Report

Board Treasurer, Marie Godard, provided a brief breakdown of the financial report on 2021 finances and bank balances as shown in the March financials, as well as a review of 2020 & 2021 assessment collections and delinquent accounts.

Operating \$58,592.40, plus earned interest \$2.63, for a total of \$58,594.40

Reserves \$49,018.26, plus earned interest \$6.25, for a total of \$49,024.51

Total Operating and Reserves: \$107,619.44

Other one homeowner owes for 2020 & 2021 assessments, 15 delinquent accounts as of March, 125 homes with zero (0) balances, 8 homes have not collected 2021 assessments, 7 other deed restrictions, 1 payment plan for 2021 assessments in place, 2 accounts in legal and 38 deed restrictions for the month of February.

Old Business:

- **Traffic Signal:** A request was submitted to Precinct 4's email address (cadir@hcp4.net), on April 12. Once received, Precinct 4 might need to do a traffic study for the requested area (Huffmeister Rd. & White Oak Landing Drive). Jay Hooper to check back with Precinct 4 on **April 19**, to see what if anything has occurred.
- **Violation Letters:** Marie Godard reviewed the three current violation issues with the group and what has occurred with each. The row of tree violation issues update – Rebecca from APM has been working with the two homeowners to determine which trees will be allowed and which ones will be removed. The homeowner has been asked to provide a photo and circle the trees that they have decided to remove. They will turn that information into Rebecca at APM, and she will forward it to the board once it is sent.

Trash Pick-up: One homeowner who hasn't paid their 2020 and 2021 Assessments, has permanently been suspended – has been trying to trick Texas Pride into picking up their trash. Rebecca from APM has sent a letter to the homeowner, informing them to move their trash and why! Texas Pride has received instructions "not" to collect this owner's trash.

House with the Large Tree Removal: A violation letter for compost and a peat moss bag has been sent to the homeowner to remove it.

*****Reminder:** on all ACC Applications that are sent by homeowners, the WOS HOA Board must respond within , **30 days of when the board received the ACC Request**, or the request is considered, "approved".

- **Easter Egg Hunt – No updates**
- **Flag pole / Keys and Agreements for Key holders:** All three key holders have secured the keys and have signed the agreements.
- **Website updates:** A request was made to see about getting the website transferred from Marie Godard's personal email to the general HOA email. Marie is to look into possibly moving the site; however, there is a credit card and other items attached to the website. The other alternative, is to have APM produce and maintain a minimal website for WOS.
- **Business Cards:** The group has been asked to provide individual photos to Marie, so that she can redo the business cards by **Wednesday, April 21, 2021**.
- **Trash Suspension:** Marie Godard and APM have been working on the trash suspension for residents that have not paid their 2020 and/or 2021 HOA assessments. (1) homeowner has been permanently placed on suspension and (4) other homeowners will be added to the suspension list that will be provided to Texas Pride for the **4/25** trash collection. A List has been sent to Texas Pride's owner, and dispatch.
- **Front Entrance & Lawn:** The initiative was completed on April 3rd by volunteers in the WOS Community.
- **Legal Issue Review:** **May 1st with Barsalou**

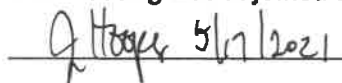
New Business

A quick review of new business was given by each board member

- **Yard of the Month – Eugene** has asked that Aldo choose the May Yard of the Month Winner. Eugene will provide Aldo with a gift card to present to the winner. Aldo will take 3-4 photos of the winner's yard and get: their name, address, phone number and email address. Once he has that, he will forward an email to the group recognizing May's winner. The photos and email should be sent to the board members by: **April 29, 2021**.

- **Community Meeting Updates:** Next **WOS Community Meeting is May 26**. Eugene to schedule with Holiday Inn and Lee to confirm that he or one of his staff members can be in attendance. Also, the next **WOS Board Meeting is May 16th**.
- **Deadlines:** Marie Godard did some investigating and the deadline to announce the community meetings is 15 days prior to the meetings. The WOS articles in the by-laws did not include how many days the board needed to announce board meetings, so she reviewed the Texas Property Code (it was 10 days). Any special meetings that could be called would need a three-day notice based on the TX Property Code. Eugene mentioned that he sent out calendar concerning upcoming meetings that provided the board with 11 day notice.
- **2021 Budgets:** 2021 anticipated budget is \$66,007.28. The budget includes: normal bills as well items (i.e.: sprinkler repair & adjustment, holiday décor, website, brick wall, gift cards, and other misc costs).
- **Contracts:** Regular vendors and contract end dates need to be removed. WOS current maintenance lawn contract expired on March 1st, 2021. Marie Godard was able to get a second bid from Robert Correa for identical pricing (lawn maintenance; however, this new bid includes sprinkler head checks – mulch raking and flower trims). If Mr. Correa finds any broken heads, he will replace them for \$30 / per head. The group voted to move forward with **Mr. Correa's bid which will inception on June 1st**. The only other contract that is upcoming is Barsalou's (attorney), will auto-renew every year unless the board decides to change attorney's.
- **New Laws:** In 2012, the Texas Homeowner's law changed where homeowners can actually sue individual board members personally. Due to the kind of HOA Insurance that was taken out, that liability will be covered (under a limited amount). In 2019, a new law prohibits (2) persons living at the same residence from being on an HOA Board simultaneously. In 2021, a law allowed 67% of the total number of homeowners in any subdivision the ability to vote to make deed restriction changes.
- **Flock Safety:** The Safelist needs to be sent to Flock Safety to add their site. Eugene is going to get the list from Erika to forward to Flock Safety's service email address (**Erika- April 19, 2021**).
- **Playground:** Marie Godard informed the board that APM paid three Barsalou invoices (totaling \$300), for work done regarding the playground initiative. Currently, the MUD Board has voted to pay for the replatting of the land behind the front flagpole. The attorney wrote up an agreement between WOS HOA and the MUD Board. The document explains that the MUD Board will pay for the project; however, once the project is completed, it will be WOS HOA's responsibility to maintain the playground. The replatting project, will take 7-8 months in order to be completed. The board was informed that the current insurance that is in place will cover the playground "under the recreational section".
- **Homeowner's Generator Request:** On Monday, April 12th, a request was submitted by a homeowner to APM regarding a permanent gas / electric generator to be placed on the their front-right side property (behind the a/c units). Unfortunately, the board has not received the request. Eugene is going to contact APM (**April 19th**) to uncover the issue / delay. The board is going to review the Generator Policy (Sec.202.019) and will get back together by the end of the week to discuss this issue further (**April 23, 2021**).

The meeting was adjourned at 10:10 A.M., by President, Eugene Watkins

 5/17/2021

Approved: Board Member, White Oak Springs HOA