

White Oak Springs HOA

Board of Director Meeting Minutes

February 28, 2020

1) Quorum/Call to Order

Quorum was established by attendance. Board President, Eugene Watkins, called the meeting to order at 8:59am. Meeting was held by conference call.

Directors Present:

Samuel (Eugene) Watkins	President	Jay Hooper	Secretary
Marie Godard	Treasurer	Erika Valdez	Director

Community Manager: Action Property Management was not necessary and did not attend.

2) Minutes

Board review meeting minutes from 1.17.2021 and approved. Approved minutes will be uploaded to the website.

3) Financial Report

Board Treasurer, Marie Godard provided an update on January finances: Total Operating \$56867.65 and Reserves \$49012.62. 99.3% of 2020 assessments paid, 80.7% of 2021 assessments paid. 0 open payment plans on Feb 1, 2021. 2 accounts in legal, 7 DR violations letters were mailed out. 4 missing ACC applications were sent out.

4) Old Business Review

- Business cards: Eugene to distribute the cards to the board and they will be delivery to homes this week.
- MUD#248 updates: Marie provided the board with updates from her recent correspondence with our WOS HOA Attorney, Barsalou & Associates & work being done with the City of Houston Planning.
- April newsletter: Erika provided an update on articles she has and will send a bulleted list of the items to the board to review and select for the April 2021 Newsletter.
- Flock Safety update: Jay provided the exciting news that the cameras in WOS have been installed and are operational. During Snovid, the cameras stopped working and Flock is working on this. Jay to forward the board the first date of operations, and other correspondences received from Flock.
- Quarterly Community Meeting and Covid-19: Eugene will check with the Holiday Inn to see if they are renting space for meeting before determining is we can have a March community meeting.
- YOM: Eugene selected February YOM, and Erika will select March YOM. Erika will purchase an additional four \$25 Home Depot gift cards that will be reimburse with the HOA operating funds. This will be for March thru June YOM winners.

5) New Business:

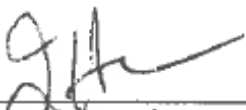
- Flock Safety items: Jay will also follow-up on the agreement with homeowner, WOS policy, and Resident LPR safety list items. APM will file with the courthouse the signed Agreement and Policy.

Need to discuss with APM if the new policy needs to be a mailer to the homeowners, or just upload on the website. A photo album of the camera installation was added to the website.

- Easter Egg Hunt: Erika recommended an Easter Egg Hunt which the majority of the board voted yes. Erika to develop a flyer. Jay has a lot of items already on hand, Erika to purchase additional Easter candy & chocolate, date selected is April 3rd, 1-3pm. Eugene will also place the sign out the front entrance to announce this event.
- Flag dates: Eugene discussed which dates to place flags along White Oak Springs Dr. Jay forwarded a listing of National holidays to use. Board voted to re-key the Flag Pole as a non-board member continues to lower or raise the flag without permission or courtesy of notifying the HOA Board. Eugene to get quotes from Capitol Flags.
- Lawn Service: HOA needs to have a way to track if the two pipelines are being mowed. Erika to contact APM to arrange with our lawn company to text or phone Erika each time they are doing either the Gulf South/Boardwalk or Kindermorgan pipelines.
- Front Entrance flowers: Marie discussed budget for front and the need to get quotes now to schedule the work in April. Board agreed to get quotes from 3 vendors. Erika to contact all three (Jorge, Roberto, and her lawn service) Jay reminder the board to try to get drought resistant plants.
- Capitol Flags invoice, Eugene confirmed sending it to APM for payment and will check that it was paid.
- Marie discussed the two accounts in legal and their statuses. Jay to contact Barsalou for a new update as of March.
- Marie discussed work still pending on the website: Letter from President (which Eugene will forward).
- Board discussed 9 addresses that were missing ACC application this month, and how to address this in the future. Signs will be purchased and installed in the front and back, and another article will be added to the April newsletter including Article VI of the Deed Restrictions to remind the residents that ACC forms are a DR requirement, not an option. Board agreed that there will be a weekly drive through the neighborhood to see if there are any large violators such as new roofs, fences, major landscaping or exterior renovations. These will be sent to APM for processing for the Deed Restrictions.
- Marie discussed the complaint from a neighbor that the MUD248 retention ponds along the walking trails have many dead fish in them. Jay to contact the water district that operations the ponds to notify them of this.

6) Board of Directors Meeting Adjourn

- Board President, Eugene Watkins adjourned the general board meeting at 10:08am.


Approved: Board Member
White Oak Springs HOA