

**White Oak Springs Homeowners Association
Board of Directors Meeting Minutes
October 19, 2025**

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held in person on Sunday October 19, 2025.

Quorum & Meeting Call to Order:

Quorum was established by attendance. Board President, Ronda Shepherd, called the meeting to order at 8:01 A.M.

Board of Directors Present:

Ronda Shepherd, President
Marie Godard, Treasurer
Aldo Garcia, Secretary

Absent:

Rafael Melgoza, Vice-President
Henry Hernandez, Director

Community Manager:

No one was present from Action Property Management (APM)

Minutes

HOA Board Meeting minutes from 9/21/2025 were reviewed and approved. A copy of the minutes was signed and returned by Aldo Garcia, Secretary

Financial Report

o Discussed financial report:

Alliance Operating	\$33,821.12
Alliance Reserves	\$49,018.81
Alliance CD Bonds	<u>\$51,603.61</u> (7-month CD @3.88% matures 2/9/2026)
Total	\$134,443.54

- o 501-4C status: Something, a tax form, similar 501C was provided to APM, but still looking into the application for the 501C status. No change.
- o No accounts currently in legal.
- o Discussed 2026 Budgets and increase in assessments which will be discussed in detail in our October annual community meeting.

Contracts Due and Possible Increase for 2025-2026

- No contracts currently up for renewal.

Open Violations/Legal

- Discussed 3 types of CCR violations reported that need addressing. These will be sent to APM to process.

Upcoming Events/Holidays

- HOA Board discussed Halloween décor that doesn't seem to have a lot of home décor to warrant a décor contest, but board agreed to minimally take day and night pictures for a website photo album.

Old Business:

- Commercial Vehicle definition & parking: No updates.
- Discussed the two sidewalk projects with Harris County and Harris County has updated the HOA that HC has run out of funding for our projects. No updates.
- Drainage ditch with overgrown plants, weeds, and grass. No updates
- HOA Board is considering planting poinsettia plants in the flowerpots in the front entrance after Halloween.
- Flag to be ordered 5 x 8
- October Elections – only existing 3 incumbents have submitted their interests to remain on the board, so if there are no additional interested persons on election night, the 3 will be voted on the HOA Board by acclamation and a normal community meeting will proceed.

New Business

- Mailbox has been repaired. Special thanks for APM for ordering and installing the replacing part.
- Board discussed using best judgement on urgent or necessary repairs in the front as needed. For example, the sprinkler system timer died and needed to be replaced as the plants and grass was no longer being watered.
- Surface water is scheduled with our water company in Nov 2025.
- Website repairs were made on documents having a typo in the title, and on contact information for permits where the URL link was no longer working. Thanks to the homeowners or residents that informed APM of these items so they could be addressed.
- Assessment statement and invoices to be mailed out in November after our annual meeting.

- Board member to development a letter to all homeowners to be mailed with the assessment dues which will (1) inform homeowners that Newsletters will only be in softcopy forwards and available on the website, and (2) request email and phone contact information to be able to notify homeowners and/or residents of urgent or important news, such as mailbox outages, etc.

MUD 248 New Impacting White Oak Springs

- MUD 248 updates in progress: Committee formed for Sheriff Patrols, and 2 HOA's working with MUD 248 on possible playground repair reimbursements.

Crime Awareness

- Nothing this month reported.

Meeting adjourned: by Ronda Shepherd, President at 8:50 A.M



Approved: Secretary, White Oak Springs HOA