

White Oak Springs Homeowners Association

Board of Directors Meeting Minutes

December 12, 2021

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held in person on Sunday, Oct 31, 2021. A Quorum was established, Marie Godard, Board President, called the meeting to order at 9:31 A.M.

Quorum & Meeting Call to Order:

Quorum was established by proxy and attendance. Board President, Marie Godard, called the meeting to order at 9:31 A.M.

Board of Directors Present:

Marie Godard, President
Eugene Watkins, Treasurer
Ronda Shepherd, Secretary
Erika Valdez, Director

Absent

Aldo Garcia, Senior Director

Community Manager:

No one was present from Action Property Management (APM)

Minutes

HOA Board Meeting minutes from 11/21/2021 was sent out to the group prior to the meeting and approved. A copy of the minutes will be signed and returned by Ronda Shepherd, Secretary.

Financial Report

Board Treasurer, Eugene Watkins, provided a brief breakdown of the financial report on 2021 finances and bank balances for Operating \$24,604.21 and Reserves \$50,674.45. A copy of the Owners data report was passed out to members for review.

The board agreed with the information provided and the meeting continued.

Old Business:

- **Christmas Decoration Contest** – Final money to be collected and dropped off at Aldos today. Each board member to pick 3 favorite decorated houses by Dec 17th, and send picture to Aldo who will then pick 3 winners from this.
- **Construction end of Gentry Rd entrance into Hemwick** – Construction seems to be delayed. Marie checked the website and it still says December.
- **Construction end of White Oak Falls Ct** – Wooden picket fence replacing chicken wire fence is complete.
- **Water meter online monitoring** – No new news on this yet
- **Water usage** – Water has been shut off in front entrance until spring. See new news on front entrance committees
- **January Newsletter** – Draft is done and up for review. A few changes were discussed and still waiting on Yield sign info, and picture of plaque presentation. For distribution, Erika and Marie to split neighborhood into 4

sections and send this out to members who will distribute the newsletter along with business cards by end of year.

- **Plaque** – Delayed presentation, pictures to be sent by end of week for newsletter.
- **Quarterly meeting dates** – Meeting dates are 2/10, 4/05, 7/28, and 10/20 for 2022. Feb meeting will be at APM and remaining meetings will be at VFW. VFW is asking for a donation, agreement of \$50 per meeting will be donated for use of their facilities.
- **Playground progress** – Mylar has been signed but because of delay in recordation date, the construction won't be in January but before the end of the first quarter. Trees were removed and trimmed in the area, Marie to check to see if they actually did any trimming around the flagpole area (other side of the wall). This is a fully funded MUD248 district effort. Mud 248 district did send a deposit check to pay for the tree trimming.
- **Easter Egg hunt**– Assigned to Erika and Aldo, need more eggs (double of what we had last year), candy, snacks, drinks. Flyer to be made and handed out. Date and time will be April 9th from 1:00-2:00 (April 10th for rainout day)
- **Vendor review** – No new news on this
- **New business cards** – New business cards with HOA board pictures were printed and handed out by Marie. Remaining cards were split up to be handed out with newsletter.

New Business

- **Yard of the Month** – The yard of the month sign will need to be picked up and a new yard picked-Eugene to do that at the end of December.
- **Violation list** – Copies of current list passed out and violations discussed.
- **Assessments** – APM sent out assessment letters. Sign with the announcement that assessments are due by end of January will be placed at the entrance early January by Marie.
- **Front entrance committees** – Two new front entrance committees were discussed and approved. One is the maintenance committee that will inspect the front entrance and flag pole area water, electric and structures once a month and propose repairs if required (Eugene, Aldo and Marie's husband will be a part of this committee and any volunteers from the neighborhood will be welcome to help). The second committee will be a beautification committee that will plant flowers and plants and maintain them at the entrance and flagpole area (Marie, Erika and Ronda to be a part of this committee and any volunteers from the neighborhood will be welcome to help).
- **Removal of Christmas decorations** – This must be done within 15 days after Christmas. Board will plan removal on Jan 8th. A homeowner has the storage boxes, items will be put back in storage and borrowed extensions cords and plug extensions returned back to Ronda.
- **Replacement of vandalized spotlights** – Eugene has found some possible replacement spotlights at Home Depot and will keep reviewing that option with Aldo. We also need a way to keep this from happening again, review possible security measures for this.
- **Next board meeting** – 1/23/2022

Meeting adjourned: by Board President, Marie Godard at 10:39 A.M.



Approved: Board Member, White Oak Springs HOA