

White Oak Springs Homeowners Association

Board of Directors Meeting Minutes

June 27, 2021

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held on Sunday, June 27, 2021 as a virtual meeting over a Zoom Call due to Covid-19. Quorum was established, Board Secretary, Jay Hooper, called the meeting to order at 9:03 A.M.

Quorum & Meeting Call to Order:

Quorum was established by proxy and attendance. Board Secretary, Jay Hooper, called the meeting to order at 9:03 A.M.

Board of Directors Present:

Erika Pena, Director
Marie Godard, Treasurer
J. Hooper, Secretary
Aldo Garcia Director

Delayed: Eugene Watkins, President

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 5/16/2021 and to what was sent out to the group. Both copies of the notes will be signed and returned by J. Hooper, Secretary on 5/28/2021 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 May financials, as well as a review of 2021 assessment collections and delinquent accounts.

Operating Account \$51,557.17

Reserves Account \$49,636.84

Total Operating and Reserves: \$101,194.01

Marie spoke about the Jorge Rodriguez reconciliation and 4 Other items or questions listed on the WOS May Financial Report from APM: missing check # 31239, bankruptcy issue, roof issue and credits on homeowner's accounts.

Old Business:

- **Sprinkler Box** – Aldo received the box; however, he will be unable to install it until the middle of July.
- **Brick wall**- Marie informed the group that there is more of a bigger issue with the wall. It hasn't been maintained since they were originally installed. With that being said, the cost to reinforce the two walls (behind the flagpole & across the street) will cost an estimated \$20K.
- **New Home Packages:** Erika stated that she already delivered the new owner home packages to the two new residents.
- **July Newsletter:** Erika has completed them, and Marie has printed them. Marie will be out of town the week of June 28th and states that she will disseminate to the neighborhood when she returns.
- **Message Board:** Eugene brought up the initiative. The group decided to table the issue until next year.
- **Harris County MUD #248:** Marie thanked Eugene for getting the affidavit executed and returned so quickly. She also provided the board with the following time table concerning the project: July 14 – replating, July 22-hearing with the Houston Planning Committee, July 26 – final platting, August 5 – record it with the City of Houston to sign papers. approval or denial, August 2021- submission and December 2021 – record it with the City of Houston to sign papers.

New Business

- **Yard of the Month** – Jay had previously volunteered to choose July Yard of the Month Winner. Eugene will provide Jay with a gift card to present to the winner. Jay will take 3-4 photos of the winner's yard and get: their name, address, phone number and email address. Once she has that, she will forward an email to the group recognizing July's winner. The photos and email should be sent to the board by July 1, 2021.
- **Violations** – Marie reviewed 14 homeowner violations with the group and provided the updates and or outstanding issues that needed to be addressed.
- **Flags for July 4th** – Eugene will put the flags out either Friday, July 2nd or right before the 4th of July (weather permitting).
- **Smart Meters** – The meters have all been ordered & received. They will be installed on the big master meters for commercial locations first. Marie did inform the group that the meters for WOS Subdivision will be completed after that.
- **July Community Meeting** – Marie reminded the group that the following needs to occur 15 days prior to the meeting: sign needs to be put out, A REMIND and Text message needs to be sent / Agenda as well as Meeting Notes from last meeting need to be sent to APM in advance.
- **Construction Project Affecting WOS** - Marie informed the group that she has been corresponding with the neighbors that reside in the White Oak Falls Ct. area and updating them via email about the Trammell Crowe sewage and water project in their area.
- **New Project Affecting WOS** – Marie to share the updates from her Zoom call with Hemwick Place.

Meeting Adjourned at by Jay Hooper (Secretary), at 9:33 A.M. -

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White Oak Springs HOA Board