

# White Oak Springs HOA Board Meeting Notes / March 21, 2021

## Agenda (tentative)

Open meeting (Eugene) Meeting opened at: 9:03 A.M.

**In attendance:** Eugene Watkins, Marie Godard, Jesslyn (Jay) Hooper, Erika Pena and Aldo Garcia

## Approve 1/17/2021, 2/28/2021 meeting minutes (Jay)

Jay approved meeting notes and signed them. Marie is to add website and send to APM

## Introduce and Welcome new board member (Eugene)

Aldo Garcia to the board – welcome to the board. Aldo is excited to be on the board and is willing to assist where he can.

## Financials (Marie)

Operating \$60,640.52, plus earned interest \$2.28, for total of \$60,642.80

Reserves \$49,012.62, plus earned interest \$5.64 for total of \$49,018.26.

Total Operating and Reserves:

\$60,642.80 (\$475 total of what each homeowner pays each year)

\$49,018.26 (account that HOA carry one year reserve in case of emergency)

Total Cash \$109,661.06 (1 check accrued for \$100.00)

## Old Business:

**Flock Safety** – (Jay) - Camera is live / Flock has provided board with one administration login (that information was provided to the board via email). Each board member & APM will get their own user login identification this week (March 22-26). Jay to print and drop off the camera agreement for Lee at APM to review prior to homeowner who allowed the camera to be on this property. Lee to redo the agreement and give it to Eugene to re-sign. Jay to ask APM if they want a training on the Flock Camera Safety. Jay to get email correspondence or startup certificate from Flock on first day of service and send to board and APM.

## April Newsletter (Erika)

Completed / Marie printed / Jay stuffed into plastic protectors and they will be distributed by March next Sunday – by community helpers.

**Easter Egg Hunt** (Erika) – Erika received the Easter items from Jay and will purchase the remaining items this week (\$200). Once the items have been purchased, she will turn in the receipt to get reimbursed. Erika has been adding the members of the community to Remind. Eugene has volunteered to add the homeowners to the email addresses to the White Oak Springs Board Distribution: Email: [woshoaboard@gmail.com](mailto:woshoaboard@gmail.com) / board has passwords.

Aldo has volunteered to assist Erika with this Easter Egg Hunt initiative.

**Flag Pole** – Eugene (new lock / and three keys) / the members will each have a key: Eugene, Marie and Aldo / each of them will have to sign an agreement stating that they will rekey the pole or will pay all costs in the event that the key is lost or stolen. Eugene informed the board when the flag would need to be lowered based on [www.halfstaff.org](http://www.halfstaff.org). Eugene will also give the small community flags back to Marie to place into storage that we put on the Main Street on national holidays <https://www.archives.gov/boston/patriotic-holidays.html>.

**Front Entrance / Lawn - (Erika)**

Erika to speak to three lawn companies to get bids for mulch and flowers for the WOS property.

**Fish in Retention Ponds – (Marie)**

MUD #248 – stated that the dead fish is not really their problem. They have been picked-up by the birds in the community it appears.

**Deed Restriction Signs:** piece of tail from the mounting bracket on the back of the deed restriction sign at the back of the property needs to be cut or fixed. Eugene to get the receipt to APM and board for approval.

**New Business:**

**Quarterly Meeting for HOA Community:** sign in sheet and sign showing masts is needed needs to be printed and put out / hotel will be asked to bring out water. Marie to send Erika the sign in sheet to be printed for attendees to sign. Eugene to prepare the agenda for the quarterly meeting. We will sign the meeting notes from Jan 2020. Financials will be reviewed. APM will have someone in attendance in lieu of Lee attending (Eugene will need to remind them 3/22). Eugene to bring water and masks to the meeting scheduled this Tuesday, March 23<sup>rd</sup> at 7 P.M. board members to be there by 6:30-6:45 P.M.

**April YOM (Eugene)**

Erika will give the three gift cards to Eugene for the next yard of the month.

**Harris County MUD #248 updates**

(Marie) – notes with Marie

**Violation Letters for Homeowner Issue:** based on Google Earth, the trees have not been on the property long. Marie recommends that Eugene gets Lee from Action Property Management involved with these issues. Email was sent on March 8<sup>th</sup> by the homeowner. WOS HOA Board must notify the homeowner of their intentions to move forward to either approve or deny the issue. WOS HOA Board will have thirty total days to make a decision.

**Website Design:** Eugene has volunteered to get with Marie and learn how to develop the WOS website

**Website:** Marie to add Jan and Feb 2021 meeting minutes to the website.

**Tree Removal Issue:** Neighbors need to turn in ACC applications with any removals and such. Eugene followed up with one family in the neighborhood about placing their ACC Application by 3/23.

**Business Cards:** we need to get new business cards and such in place that will add Aldo to them. We will need to get our current photos to Marie. Marie will get the new cards ordered and the receipt sent out to APM. Distribution to follow.

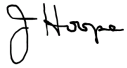
**Legal Issues:** Jay provided the board with the two updates for the two homeowners the are on legal watch and reminded the board that all information is be held strictly confidential.

**Trash Suspension:** Marie got with APM / 209 Letters were sent out late. Trash suspension will not go into effect until April 19<sup>th</sup>. Board will approve the listing prior to the suspensions.

**Fence Removal at the end of White Oak Pt. Ct:** the fence was removed due to the fact that it was old and was “not” part of the property that needed to be replaced by the property management company. The fence was the common property of the two homeowners that reside on WOPC.

**Meeting Adjourned:**

Adjourn meeting – Eugene adjourned meeting at: 10 A.M.



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Approved: Board Member  
White Oak Springs HOA