

**White Oak Springs Homeowners Association  
Board of Directors Meeting Minutes  
November 12, 2023**

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held in person on Sunday November 11, 2023.

**Quorum & Meeting Call to Order:**

Quorum was established by attendance. Board President, Aldo Garcia, called the meeting to order at 8:00 A.M.

Board of Directors Present:

Aldo Garcia, President  
Eugene Watkins, Vice President  
Marie Godard, Treasurer  
Ronda Shepherd, Secretary

Absent:

Henry Hernandez, Director

Community Manager:

No one was present from Action Property Management (APM)

**Minutes**

HOA Board Meeting minutes from 10/22/23 was reviewed and approved. A copy of the minutes was signed and returned by Ronda Shepherd, Secretary

**Financial Report**

- Discussed financial report:
  - Operating account: \$36,004.50.
  - Reserves: \$66017.59
  - Total Cash: 97087.14
  
- 501-4C status: Paperwork started
- Assessments to stay the same (\$635.00), full approval from board to have APM to send notices
- Texas Pride Variable Energy Charge Amendment
  - Discussed what Texas Pride requested as an energy charge to be added to the cost of trash. This is optional only and the board voted to not sign this agreement
  - Quote for Best Trash company reviewed but after reviewing the Texas Pride contract, the community is tied into a 3-year contract that will need to be completed before changing companies

## **Open violations/Legal**

Discussed current violation and legal accounts and how to handle new violations being reported. Aldo pointed out the clearance rules for generators that are being enclosed by fencing: 5' clearance for exhausted and min 18" around remaining sides

## **Contracts due and possible increase for 2024**

Texas Pride (see below)  
Cincinnati Insurance  
Flock Safety  
APM

## **Yard of the month**

Eugene to pick YOM for December  
Aldo to take more pictures of November YOM

## **Upcoming holidays/events)**

Christmas Décor-all décor purchased, to be installed by lawn company on 11/18  
Christmas Festival-Elsa Garcia to book the Santa this week along with possible snow machine vendor. Date reserved at the VFW. Discussed sponsorship.

## **Old Business:**

### ➤ **Maintenance list**

- General playground maintenance-Aldo to check with a recommended company
- Walking trail signs-need cleaning
- Front rock border needs repair, breaking down. Ronda to talk to Roberto during the Christmas décor installation
- Sprinkler system at the front of the marque not working. Maybe damage to wiring, Ronda will discuss with Roberto
- Backflow preventor needs to be insulated for winter. Ronda will discuss with Roberto

### ➤ **Streetlight led replacement**

- No new news

### ➤ **Sidewalk repairs**

- No new news

### ➤ **Holiday activities**

- Christmas Décor-all décor purchased, to be installed by lawn company on 11/18. New containers for storage will be purchased in Jan after removal.
- Christmas Festival-Elsa Garcia to book the Santa this week along with possible snow machine vendor. Date reserved at the VFW. Discussed sponsorship

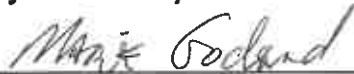
### ➤ **January Newsletter**

- Ronda will begin in December, will not be able to print until after the 1<sup>st</sup>

## **New Business**

- **Crime awareness**
  - Mailbox Theft, all info added to the website
- **New board actions and adjustments**
  - List of responsibilities presented and agreed upon by the board members (a few changes noted)
  - Welcome packages - Discussed what is needed to review the welcome packages for new neighbors. To be followed up on by Ronda
  - Business Cards – New cards to be made with new board pictures and info. Board members to send pictures to Aldo to have these made
  - Neighborhood Key Distribution - Discussed what keys are needed for maintenance of the neighborhood, who maintains keys and how many copies needed. Aldo will follow up
  - Check signing and bank view access - Discussed who has check signing rights and ability to view the accounts with the new board
  - Board meeting time/dates – Continue with third Sundays of each month but change the time to 8:00 am
  - Community meeting dates and times for 2024-Aldo to work with APM and the VFW to plan the community meetings
- **View of buildings from neighborhood**
  - No new news

**Meeting adjourned:** by Aldo Garcia, President at 9:01 A.M.



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Approved: Secretary, White Oak Springs HOA