

**White Oak Springs HOA
Board of Director Meeting Minutes
December 15, 2019**

1) Quorum/Call to Order

Quorum was established by attendance. Board President, Marie Godard, called the meeting to order at 9:04am.

Directors Present:

Marie Godard	President	Natasha Fuller	Secretary
Jay Hooper	Treasurer	Angela King	Vice-President
Rick Scanlin	Director		

Directors Absent:

None

Community Member Present:

Samuel (Eugene) Watkins

Community Manager: Action Property Management was not necessary and did not attend.

2) Minutes

Board review meeting minutes from 11.17.19 and approved. Minutes will be uploaded to the website.

3) Old Business Review

- Reviewed Nov 2019 – Oct 2020 Projects and assignments:
- Yard of the Month (December) – Natasha completed
- CCRs guidelines for front yards - basketball goals, tree infant swings, etc – Eugene action item (email board to review)
- Walking-Trails grand opening – Committee is Jay, Angela, Eugene, approx. date April 2020, Jay already started getting sponsorship from local businesses.
- Mud 248, get land access – on hold until after Walking Trails are completed
- Children’s playground – on hold until after Walking Trails, so far, all requests are denied - Jay, Marie action item
- Electrical & Trash pickup contract renewals or replacements – Jay action item (Complete for electrical)
- Front Entrance clean-up – Rick, Marie, Natasha action item (so far overflow of grass has been mowed)
- Front Christmas decorations – Jay, Natasha completed (Rick suggested wreaths be added)
- Front Entrance portable community meeting sign – Eugene is custodian
- Newsletter assigned – Erika completed for December
 - Delivered to each house and added to the website
- Website – Marie completed about 90% (many overhauls to the website)
- Reserve Holiday Inn Community meeting dates – Angela completed

4) New Business:

- Christmas in WOS photo album – Angela action item
 - Marie will add to website
- Flag Pole keys, board members should be the custodians – Rick action item
- Yard of the Month (January) – Natasha action item
- Front Christmas decorations – Rick requested wreaths be added, Jay action item
- Community Meeting 1.9.2020 front entrance sign – Eugene/Angela action item
 - Should include for “Open Forum” meeting for the Community to ask questions.
 - Business Cards suggested by Rick (Marie to follow-up on this item)
- January Newsletter -- Erika action item
 - Minimal items to have for every newsletter
 - Title, Month & Date
 - YOM (so in January we’ll need to include both Dec and Jan)
 - List of Board Members
 - Small corner with Contact info for important effecting neighbors (such as crimes, events)
 - Website URL
 - Feature article
 - Feature for January newsletter “ACC Applications Must Be Approved Before Any Improvements” and “Feral Animal Population”
- Christmas cookies dropped off at APM, Water District 61, & Trammell Crow (paid for by Community Member)
- Christmas cookies or goodies to be dropped off at Sherriff’s Office as appreciation for free patrols in WOS.

5) Board of Directors Meeting Adjourn

- Board President, Marie Godard adjourned the general board meeting at 9:38am.

6) Executive Meeting Call to Order

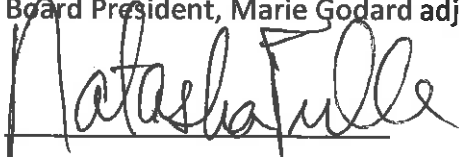
- Board President, Marie Godard called executive meeting to order at 9:39am.

7) Financial Report

- Board Treasurer, Jay Hooper provided a brief breakdown of financial reports on 2019 finances and budget balances, as well as review of 2020 assessment collections. Any remaining funds for 2019 at the end of year will be moved to reserve bank account.
- Board Treasurer, Jay Hooper provided a brief review on four large delinquent accounts and their current status. Jay working with legal on two accounts at the current time, and will provide updates to the board members by email.

8) Executive Meeting Adjourn

- Board President, Marie Godard adjourned the executive meeting at 9:53am.



Approved: Board Member
White Oak Springs HOA