

**White Oak Springs HOA  
Board of Director Meeting Minutes  
Dec 11, 2018**

**1) Quorum/Call to Order**

Quorum was established by attendance. Board President, Jay Hooper, called the meeting to order at 6:59pm, and began with introduction of all board members.

Directors Present:

Jay Hooper	President	Angela King	Vice-President
Marie Godard	Treasurer		

Directors Absent:

Natasha Fuller	Secretary	Patricia Schoellkopf	Director
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Community Manager: Action Property Management was not necessary and did not attend.

**2) Minutes**

Board review meeting minutes from 11.12.18 and approved.

**3) Financial Report**

Board Treasurer, Marie Godard provided a brief breakdown of the following: (summary was given at board meeting, but below is the breakdown for November, the final \$10K check from PMG was received in Dec and will be part of the APM Dec financials)

- PMG bank accounts were both closed and monies received by APM
- APM will be doing a demand payback sum of \$1900 on 10/31 unapproved invoice for \$2659.75. (TBD)
- APM will be moving our \$20K reserve into a separate bank account.
- APM will next work with lawyer to get homeowner's deferred balances.
- Income Nov, assessments \$450.00, interest & penalties \$144.20, collection fee reimbursement \$8.93, legal fee reimbursement \$824.18 (2 homeowners on payment plans), bank interest \$1.05.
- Expenses Nov unbudgeted charges; 10.31.18 Holiday Inn \$94.50, Deluxe Bus Systems \$179.20 (APM cheques), legal \$1134.38 (billed back to homeowners), PMG \$2659.75 (10.31.2018 invoice).
  - Legal \$1134.38 includes 2 new delinquent accounts
- Expenses Nov budgeted for Nov; lawncare \$757.75, trash pickup \$1736.31, water \$129.20, APM startup \$350, APM monthly \$525.00, taxes \$29.10.
- Board treasurer signed 3 checks in December so far, lawncare, APM, and legal, and forwarded \$250 invoice for electrical receptacle repairs at front marquee.

**4) Old Business**

- Quarterly meeting dates selected & President forwarded to APM, however, next board of director meetings, would like to review the annual meeting date as it is too close to Halloween.

- Sprinkler system, work to be done this Sunday (AK action item)
- Landscape/Lawncare company, board reviewed bids, and voted by majority to terminate with New Leaf and go with Nash Lawn. (MG to notify APM to send termination letter to New Leaf, and to let Nash Lawn know that WOS will be signing their contract to begin in February, with March to include mulch, colors and pruning.
- January “Yard of the Month” selection will be completed by AK
- Flagpole 2<sup>nd</sup> Key was not collected.
- MUD Meeting 12/12, since the current quotes by Engineering firm exceed \$75K for two communities, they will go out for public bidding in Dec/Jan. (MG & JH to continue attending meetings until this project is closed, and updating board)
- Project Security for community, lots of research was done, propose Jacqueline to attend next community meeting and talk to homeowners about how to better secure homes from theft. Also, proposed neighborhood watch project (AK action item)
- Project Recycle “nearest” community is very far, this is still being researched (AK action item)

#### 5) New Business:

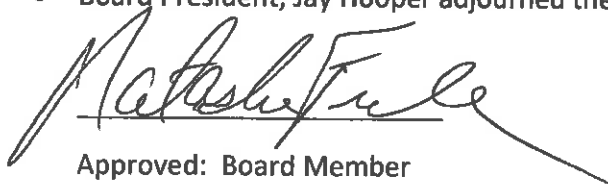
- Website, by majority vote, will add Texas Pride schedule, and trash pickup rules, hold off on adding MUD #248 projects until we know that they are proceeding with the projects. (MG action item)
  - Also on the “Pay Fees Online” tab, the association id fixed by bank & now corrected as WO30.
- Very little HOA dues collected, board voted to place reminder sign at front entrance (MG action item), and add laminated reminder signs at mail-boxes (AK action item).
- 51 violation letters sent out by APM, board action item to review and will take up in Jan meeting.
- No ACC applications to review
- Board majority vote to waive \$26.75 1.31.2018 late fee as homeowner shows to always pay ahead or on-time, with 2019 HOA dues already received by APM (MG action item)

#### 6) Board Open Forum

- Board members notified of one old delinquent account that was placed on new payment plan, \$1000 to be paid 11.30.2018, \$1000 to be paid 12.7.2018, and 12 payments in 2019 to payoff balance owing. This was approved by board treasurer and APM in mid-November, and executed by legal.

#### 7) Board of Directors Meeting Adjourn

- Board President, Jay Hooper adjourned the community meeting at 7:40pm.



Approved: Board Member  
White Oak Springs HOA