

White Oak Springs Homeowners Association Board of Directors Meeting Minutes May 16, 2021

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held on Sunday, 16, 2021 as a virtual meeting over a Zoom Call due to Covid-19. Quorum was established, Board President, Eugene Watkins, called the meeting to order at 9:01 A.M.

Quorum & Meeting Call to Order:

Quorum was established by proxy and attendance. Board President, Eugene Watkins, called the meeting to order at 9:01 A.M.

Board of Directors Present:

Eugene Watkins, President
Marie Godard, Treasurer
J. Hooper, Secretary
Aldo Garcia, Director

Delayed: Erika Pena, Director

Community Manager:

No one was present from Action Property Management (APM)

Minutes

Board reviewed the Monthly Meeting Notes from 4/18/2021 and to what was sent out to the group. Copies of the notes will be signed and returned by J. Hooper, Secretary, 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 March financials, as well as a review of 2020 & 2021 assessment collections and delinquent accounts.

Operating Account \$54,410.32

Reserves Account \$49,230.56

Total Operating and Reserves: \$103,640.88

Other items were listed on the WOS Balance of Bank – April 2021 that Treasurer, Marie Godard provided to the group on Friday, May 14 at 7:09 A.M.

Old Business:

- **Traffic Signal:** A request was submitted to Precinct 4's email address (cadir@hcp4.net), on April 12. Paul Hawkins, from Commissioner Pct. 3, replied to the email that was sent, and informed Jay Hooper, that the request is being forwarded to the Harris County Engineering Department for them to conduct a traffic study. On April 28th Paul Hawkins sent a follow-up email stating that The Harris County Engineering Department has responded and indicated that they should complete the requested traffic study in about 90 days. After the 90 days, the board will be notified of the results.
- **Trash Suspension:** One homeowner who hasn't paid their 2020 and 2021 Assessments, has permanently been suspended – Since March 2020.
- **Flock Safety Update:** Eugene got with Flock Safety and they explained that they no longer can upload the residents. Each resident must get their own link and create their account, or a WOS Administrator can manually enter each homeowner into Flock's System.
- **Legal:** Jay updated the group on any open legal matters that are being managed by attorney.

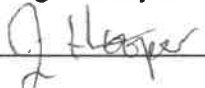
New Business

- **Yard of the Month** –Marie volunteered to choose June Yard of the Month Winner. Eugene will provide Marie with a gift card to present to the winner. Marie 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 June's winner.
- **New WOS Neighbor Packages:** Erika is going to get with APM to add to the new Homeowner's Welcome Packages the Flock Safety flyers and the Safelist Form.
- **Homeowner with 2021 overpayment** – Board voted to refund the homeowner for their HOA dues overpayment. APM will reimburse the homeowner 30 days after the funds were sent.
- **LPR Camera Agreement** – Marie got with APM on the changes for the agreement for homeowner to execute.
- **Sprinkler Box** – the issue was discussed and it was decided to proceed with the sprinkler head box cover that Aldo located. At this time, Marie to contact vendor to see if he will come out and give us pricing on installing the box.
- **Tree ACC Application** –APM to follow-up with homeowner within 30 days. Next steps will be to send a 209 Violation Letter to the homeowner.
- **Small Fence missing ACC application** – the decision was made to take every ACC application request for a small fence into consideration as the applications come in (case by case).
- **Playground Updates** – the MUD Board signed an agreement with LJA Engineering to start the work and survey the corner where the playground will be installed.
- **Brick Wall in the front common area** – Marie brought up the fact the WOS HOA Board is responsible for all repairs and maintenance to all common areas in the front (i.e.: the brick walls). There is some money within the 2021 budget for this.
- **Community Meeting on 5/26** – Marie reminded the group of what will be needed for the upcoming community meeting: Sign-in Sheet, water, business cards, APM Homeowner's Packets, Mask Sign, Texas Pride's additional forms and guidelines, the Flock Safety flyers and Safelist Copies as well. Those items will be printed and brought to the meeting.

- **WOS Neighborhood Message Board** – a suggestion was made by Marie to see if either Aldo or Eugene would be able to assist in building the neighborhood a message board for the subdivision's front entrance. Another suggestion was to see if anyone knew anyone that would volunteer their time and then the HOA would pay for the supplies to build it. The board voted on the message board; however, it was left up in the air on who would be building it. ** NOTE ** there is no budget in 2021 for this, but the desire is to this designed in the meanwhile.
- **WOS New Lawncare Company** – Eugene needs to update the community at the upcoming meeting on 5/26 that WOS has a new lawn company. An article needs to be put in the newsletter as well.
- **WOS Newsletter** – The group needs to work on articles for the July Newsletter and send them into Erika by June 11th, so that she can begin working on the newsletter.

At 9:40 A.M., the Zoom Meeting was timed out and the group adjourned at that time. There was a request to reinstate the meeting to review several of the WOS Neighborhood Violations.

The meeting was adjourned at 9:49 by Secretary, Jay Hooper



Approved: Board Member, White Oak Springs HOA