

White Oak Springs Homeowners Association

Board of Directors Meeting Minutes

January 23, 2022

Pursuant to the Bylaws of the White Oak Springs Homeowners Association, Inc., a Meeting was held in person on Sunday, January 23, 2022. A Quorum was established, Marie Godard, Board President, called the meeting to order at 9:02 A.M.

Quorum & Meeting Call to Order:

Quorum was established by proxy and attendance. Board President, Marie Godard, called the meeting to order at 9:02 A.M.

Board of Directors Present:

Marie Godard, President
Eugene Watkins, Treasurer
Ronda Shepherd, Secretary
Erika Valdez, Director
Aldo Garcia, Senior Director

Community Manager:

No one was present from Action Property Management (APM)

Minutes

HOA Board Meeting minutes from 12/12/2021 was sent out to the group prior to the meeting and approved. A copy of the minutes will be signed and returned by Ronda Shepherd, Secretary.

Financial Report

Board Treasurer, Eugene Watkins, provided a brief breakdown of the financial report ending December, 2021 finances and bank balances for Operating \$40,997.33 and Reserves \$50,880.92. A copy of the Owners data report was passed out to members for review.

Discussed assessment fees and penalty phase for non-payment.

Discussed the website fees for the next two years.

The board agreed with the information provided and the meeting continued.

Old Business:

- **Construction end of Gentry Rd entrance into Hemwick** – Construction seems to be delayed. Going to start in 2-3 weeks according to Commissioners office, precinct3.
- **Water meter online monitoring** – No new news on this yet
- **Water usage** – Water has been shut off in front entrance until spring. See new news on front entrance committees. Water facet was installed at flagpole area.

- **Quarterly meeting dates** – Meeting dates are 2/10, 4/05, 7/28, and 10/20 for 2022. Feb meeting will be at APM and remaining meetings will be at VFW. Discussion to move the first meeting to the VFW, Aldo to check and see if date is available.
- **Playground progress** – Trees removed by a vendor and back of wall painted by the board members. A final walk through by the Harris County is expected on February 5th to prepare for final recordation. A door hanger was designed and pre-approved by the board to be handed out on the day the playground will officially open.
- **Easter Egg hunt**– Assigned to Erika and Aldo, need more eggs (double of what we had last year), candy, snacks, drinks. Flyer to be made and handed out. Date and time will be April 9th from 1:00-2:00 (April 10th for rainout day)-no change on this.
- **Vendor review** – Flock Safety will be billing soon; review of the contract was done.
- **Assessments** – Assessment letters were sent out, sign with the announcement that assessments are due by end of January was placed. The signs will be picked up end of February.
- **Front entrance committees** – Maintenance and beautification committees formed and agreed upon. Inspections to begin soon for the Maintenance committee and the beautification committee will be meeting on the planting around the flagpole soon.
- **Removal of Christmas decorations** – Decorations removed and lovingly packed into the HOA storage.
- **Replacement of vandalized spotlights** – No new news on this yet.

New Business

- **WOS Insurance** – Ronda working with agents to get several new quotes for WOS insurance, including playground
- **Contact Letter** – Erika to send out Contact Letter for pickup at front doors by HOA Board, or scanned and emailed back. (this will be an expense of the envelopes and letters)
- **Violation list** – Copies of current list passed out and violations discussed.
- **Yard of the Month** – Marie to pick the yard of the month for February. New cards will need to be purchased soon.
- **Door hangers**– Two door hangers were reviewed, one for the next community meeting on February 10th. Second door hanger will be distributed on the day the playground opens.
- **Newsletter for April** – Several ideas discussed for the newsletter.
- **Next board meeting** – 2/20/2022

Meeting adjourned: by Board President, Marie Godard at 10:18 A.M.

Ronda Shupler

Approved: Board Member, White Oak Springs HOA