

White Oak Springs HOA
Board of Director Meeting Minutes
Nov 12, 2018

1) Quorum/Call to Order

Quorum was established by attendance. Board President, Jay Hooper, called the meeting to order at 6:53pm, and began with introduction of all board members.

Directors Present:

Jay Hooper	President	Angela King	Vice-President
Marie Godard	Treasurer	Natasha Fuller	Secretary
Patricia Schoellkopf	Director		

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

2) Minutes

Board review meeting minutes format and agreed to format moving forward. No meeting minutes available for signature or approval as last meeting was the annual election meeting and will be approved at the next quarterly community meeting.

3) Financial Report

Board Treasurer, Marie Godard provided a breakdown of the following:

- PMG Update on 10/31 unapproved invoice for \$2659.75.
- Update on PMG – two bank accounts, reserve already transferred to APM, operating still outstanding
- Update on remaining 2018 budgets for Oct – Dec 2018,
- Reserve was replenished with the \$10,000 from 2017, but Community will need approx \$2,000 to complete the 2018 annual budget.
- PMG to still provide October financials directly to APM, which will thereafter be posted on the website

4) Action Property Management (APM) updates

Board President, Jay Hooper review the following:

- APM welcome letter was sent to all households, with deed restrictions, to be posted on website
- APM will be mailing out the annual dues 11/15. These will remain at \$450.00 per household.

J Hooper
11/12/18

5) New Business

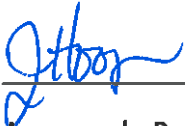
- Quarterly meeting dates selected, and to be posted on website (1/23/19, 4/17/19, 7/17/19, 10/30/19)
- Board of director monthly meetings dates selected, and to be posted on website (every 2nd Tuesday of the month, except for March, due to spring break, which will be 3/19/19)
- Sprinkler system, get costs for repairs or general maintenance (AK action item)
- Landscape/Lawncare company, board voted unanimously to look for better suppliers (JH action item)
- MUD Meeting 11/14, & next possible steps for walking trails (MG & JH to continue attending meetings until this project is closed, and updating board)
- December "Yard of the Month", select winner, get names, phone and email (AK, NF, PS action item)
- Project Security for community, (AK action item)
- Project Recycle "near" community (AK action item)
- Project Flagpole Key so more than one board member is the caretaker of the key (PS action item)

6) Board Open Forum

- Board members to review website at www.whiteoakspringshoa.com and provide feedback for improvements. (MG has all website action items)
- APM Architectural Application review and will be posted on the website

7) Board of Directors Meeting Adjourn

- Board President, Jay Hooper adjourned the community meeting at 7:46pm.



Approved: Board Member
White Oak Springs HOA