

MINUTES OF A MEETING OF THE BOARD OF THE WEST OAKS HOMEOWNERS ASSOCIATION HELD ON NOVEMBER 5, 2012 AT 6:30 AT MONGO'S CAFE, LOCATED IN PEARLAND, TX 77584.

BOARD DIRECTORS PRESENT

Mitchell Sykes
Jennifer Elwood
Wesley Boyer
Dawn Bulpitt
Chris Glazier
Saint Sepulveda
Yolanda Robinson

DIRECTORSSENT

IN ATTENDANCE

Pam Thompson and Rick Overguard from the City of Pearland and Tracy Graham, the representative from Graham Management, were in attendance. The meeting was called to order at 6:30pm.

CITY OF PEARLAND

Pam Thompson and Rick Overguard from the City of Pearland attended to discuss the new recycling program. The City will deliver recycle bins and information to the residents about the program. The City informed the Board that this would be a 3-month program and a survey would be conducted at the end of the program. The owners will be asked to store the bins out of public view.

Resolution: Graham Management will ask the homeowners to store the bins out of public view.

HOMEOWNER FORUM

No homeowners addressed the Board.

APPROVAL OF MINUTES

The minutes from October were approved as presented. Tracy Graham will forward the minutes to Saint Sepulveda to add to the website.

FINANCIAL REPORT

The October financials were reviewed and discussed. Tracy Graham informed the Board that the Association should be under budget at year end.

LEGAL REPORT

The Board reviewed the legal status reports.

DEED RESTRICTIONS

The Board reviewed the reports and discussed particular issues, including street parking.

WEBSITE

Saint Sepulveda is working on the site and informed the Board that she is ready to switch sites.

She will work with Christopher Panky on the site renovations. Saint Sepulveda also discussed updates to the site with the Board.

PIPELINE

Tracy Graham will meet with Jennifer Elwood at the Law Office of Larry Rothenberg to sign the pipeline contract and receive the check for \$25K.

MANAGEMENT REPORT

Tracy Graham will have Livewire Electric either modify or make changes to the sign lighting as specified by Chris Glazier.

The Board voted to sign a 3-year contract for Christmas decorations but would like a clause added to the contract stating that they can get out of the contract if they are not happy with the decorating.

Resolution: Tracy Graham will ask C&S to add clause added to the contract stating that they can get out of the contract if they are not happy with the decorating.

The Board approved a bid with Arbor care for tree trimming.

Resolution: Tracy Graham will order the tree trimming.

Mitchell Sykes will add sod to the area needed at the entrance of English Oaks. Tracy Graham will be sure the sprinkler is adjusted to water the newly sodded area.

Resolution: Tracy Graham will call Western Horticulture to adjust the system.

The Board approved a bid for \$644.91 for irrigation repairs.

Resolution: Tracy Graham will inform Western Horticulture the bid is approved.

Tracy Graham will contact Western Horticulture about the following issues: mowing over the embankment to ensure the weeds do grow up and the area will stay clean looking, keeping the shrubs trimmed, leaving clippings in the street, and the dead shrubs at the entrance.

Tracy Graham submitted a 2013 pool contract to the Board. Tracy Graham will contact the Pool Company about some things a guard said concerning the pool cleaning, before renewing the contract.

Resolution: Tracy Graham will contact the pool company as requested by the Board.

The Board approved the bids to renovate the deed restriction signs.

Resolution: Tracy Graham will contact McKenna to get the signs repaired.

Tracy Graham will get bids for a gazebo and other benches, tables, and lighting.

The Board voted to remove all late fees from an owner's account due to special circumstances but not the mowing fees.

Resolution: Tracy Graham will inform the owner of the Board's decision and modify her account accordingly.

ADDITIONAL BUSINESS

There was no additional business.

NEXT MEETING DATE

The next meeting date will be January 7, 2013, before the annual meeting on January 21, 2013.

ADJOURNMENT

There being no further business to discuss, the Board meeting was adjourned at 8:55pm.

DATE

APPROVED