

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE WEST  
OAKS HOMEOWNERS ASSOCIATION HELD ON NOVEMBER 17, 2014 AT  
6:30 PM AT IGUANAS RANA CANTINA, 6200 BROADWAY STREET,  
PEARLAND, TEXAS 77581**

**BOARD OF DIRECTORS PRESENT**

Matt Cline  
Chris Glazier  
Yolanda Robinson  
Terrence Moore  
Tim Gordon

**DIRECTORS ABSENT**

Dawne Bulpitt  
Wesley Boyer

**IN ATTENDANCE**

Kristi Cole from Graham Management was in attendance. The meeting was called to order at 6:30 pm. Kristi Cole took the meeting minutes.

**HOMEOWNER FORUM**

- Virgil & Rebecca Gant addressed the Board in regards to requirements for replacing their fence; and
- Robin Mathiason addressed the Board in regards to deed restriction violations.

The Board discussed the homeowner issues in open forum as well as executive session and the homeowners will be notified of the Boards' decision by Graham Management.

**APPROVAL OF MINUTES**

A motion to approve the minutes of the previous meeting was made by Tim Gordon, seconded by Terry Moore and passed.

**FINANCIALS**

Month Ending October 2014 – the Board reviewed the financial reports.

- Kristi Cole reported that the 2014 assessments are 99% collected.
- Chris Glazier inquired about 6 accounts that are delinquent on the financials but not showing on the attorney's report and 18 accounts that have a 90 day balance for 2015 assessments. Graham Management will report back to the Board.

**LEGAL REPORT**

The Board reviewed and discussed the legal report and it was accepted as presented.

**DEED RESTRICTION REPORT**

The Board reviewed the deed restriction report and it was accepted as presented.

**NEW BUSINESS**

None

## **OLD BUSINESS**

### Recreation Center Sign:

- Graham Management confirmed that Eagle Digital Press & Outdoor Products would construct per specifications, demo and remove old signs, and provide 10 bandit signs for the January Annual Meeting of the members. A motion to move forward with the construction was made by Terry Moore, seconded by Yolanda Robinson and passed.

## **MANAGEMENT REPORT**

### Landscape Report:

- Western reported that rye seed has been applied to the community and that the irrigation was checked to make sure that the seed gets enough water to germinate quickly.
- An irrigation repair was reviewed and the Board unanimously agreed to the repairs.

### Annual Meeting:

- Annual Meeting of the members will be January 20, 2015. A workshop will be held by the Board on January 12, 2015.
- Graham Management will provide the Board with last year's agenda prior to that meeting.
- Ideas for agenda items will be discussed via email.
- Graham Management will check the term limits and what positions are up for election and email the Board.
- Yolanda Robinson recommended we order pizza from Marco's Pizza.

### Holiday Party:

- The holiday party will be on December 7, 2014. Graham Management will post a reminder on the website.
- Graham Management will add to the website and Terry Moore will post on Facebook.
- Graham Management will execute the contract and send payment on behalf of the Board.

### Proposal:

- A motion to approve the purchase of a duck crossing sign was made by Chris Glazier, seconded by Terry Moore and passed.

### Lighting Update:

- Highlights Electrical has begun working on the permits needed to begin the electrical work at the entrances. They are hoping there will minimal disruption of the Holiday lighting.

### ARC:

- Any ARC applications that change the outside appearance of the home or are not a common approval will be sent to Matt Cline, Chris Glazier, Terry Moore and Tim Gordon for review.
- The Board unanimously approved a fence replacement.

Mr. Glazier would like to install 7 more solar lamp posts, one at the end of English Oaks and the rest in the pipeline park area. Graham Management is obtaining proposals. Graham Management will also look into benches and picnic tables for those areas.

Mr. Glazier recommended a newsletter for the community. The Board agreed it should be a discussion point for the Annual Meeting.

**NEXT MEETING DATE**

The next meeting date will be January 12, 2015 at 6:30 pm at a location to be determined.

**ADJOURNMENT**

A motion to adjourn was made by Matt Cline, seconded by Tim Gordon and passed unanimously. There being no further business to discuss, the Board meeting was adjourned at 8:14 pm.