

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE WEST OAKS HOMEOWNERS ASSOCIATION HELD ON OCTOBER 20, 2014 AT 6:30 PM AT SERVPRO, 2533 ROY RD, PEARLAND, TEXAS 77581**

**BOARD OF DIRECTORS PRESENT**

Matt Cline  
Chris Glazier  
Yolanda Robinson  
Terrence Moore  
Dawne Bulpitt

**DIRECTORS ABSENT**

Tim Gordon  
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**

No homeowners attended the meeting.

**APPROVAL OF MINUTES**

A motion to approve the minutes of the previous meeting subject to removing "Yolanda Robinson advised that the waterfall is not working properly." under New Business was made by Dawne Bulpitt, seconded by Yolanda Robinson and passed.

**FINANCIALS**

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

- Kristi Cole reported that the 2014 assessments are 98% collected.
- A motion to approve the financial report was made by Chris Glazier, seconded by Yolanda Robinson and passed.

**LEGAL REPORT**

The Board reviewed and discussed the legal report. A motion to accept the legal report was made by Terry Moore, seconded by Chris Glazier and passed.

**DEED RESTRICTION REPORT**

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

- Graham Management will send a list of violations to the Board that would possibly cost less than \$100 to remedy the violation for their review.
- There was discussion in regards to commercial vehicles and residential vehicles and the maximum tonnage in the community.

**NEW BUSINESS**

None

## **OLD BUSINESS**

### Recreation Center Sign:

- The Board reviewed proposals for a new sign at the Recreation Center.
  - Graham Management will confirm that the side view of the sign is correct and will be the same on both sides.
  - Graham Management will request 8 Annual Meeting bandit signs and present a counter offer.

### Electrical:

- The Board reviewed proposals for electrical repairs/upgrades. A motion to accept the proposal from Highlights was made by Terry Moore, seconded by Dawne Bulpitt and passed.

## **MANAGEMENT REPORT**

### Fence letter:

- The Board reviewed a letter asking homeowners to repair their fences. Graham Management will make suggested changes and mail.

### Maintenance letter:

- The Board reviewed a letter in regards to home maintenance. Graham Management will make suggested changes, add a link to the Facebook page and mail.

### Homeowner Concerns:

- The Board discussed an email from a homeowner in regards to placing a monument sign at the south entrance to the north section of West Oaks and traffic concerns. The Board has addressed these requests at two previous meetings and the homeowner has been contacted by Board members and the management company in regard to same. No monument sign can be placed at that location as it is a pipeline easement. Mr. Boyer contacted the homeowner in May in regards to the traffic issues.

### Holiday Party:

- The holiday party will be on December 7, 2014. Graham Management will post a reminder on the website.

Mr. Glazier reported that a Duck Crossing sign is missing. Graham Management will obtain a proposal to replace.

Mr. Glazier would like to install 7 more solar lamp post, one at the end of English Oaks and the rest in the pipeline park area. Graham Management will obtain proposals.

### Annual Meeting:

- Graham Management will secure reservation at Carlson Elementary for January 20, 2015 at 7 pm.
- Graham Management will order signs to put out in the community.
- There was discussion in regards to the governing documents. Matt Cline proposed that a list of potential resolutions, guidelines etc. could be reviewed and presented at the annual meeting for the homeowners to decide whether they should be removed or rewritten.

There will be no Board Meeting in December. Graham Management will post on the website.

**NEXT MEETING DATE**

The next meeting date will be November 17, 2014 at 6:30 pm at ServPro in Pearland.

**ADJOURNMENT**

There being no further business to discuss, the Board meeting was adjourned at 8:01 pm.