

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE WEST OAKS HOMEOWNERS ASSOCIATION HELD ON JULY 21, 2014 AT 6:30 PM AT SERVPRO, 2533 ROY RD, PEARLAND, TEXAS 77581

BOARD OF DIRECTORS PRESENT

Matt Cline
Dawne Bulpitt
Chris Glazier
Yolanda Robinson
Tim Gordon
Terrence Moore

DIRECTORS ABSENT

Yolanda Robinson

IN ATTENDANCE

Kristi Cole and Tracy Graham 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 was made by Wesley Boyer, seconded by Dawne Bulpitt and passed.

FINANCIAL REPORT

Month Ending June 2014 – the Board reviewed the financial reports. Kristi Cole reported that the 2014 assessments are 98% collected. Mr. Glazier inquired about a payment of \$531.39 to Graham Management. Ms. Cole will research and get the information requested to the Board.

Mr. Glazier questioned a charge from Greater Houston Pool Management in the amount of \$200 for 2 rescue tubes and a clock and who authorized the payment. Kristi Cole informed the Board that per the pool management contract any supplies or replacements under \$500 does not need to be submitted for approval. Mr. Glazier feels that the cost of those items are excessive. Graham Management will have Greater Houston Pool Management attend the August Board meeting.

Mr. Glazier questioned a charge of \$50 from McKenna Construction to replace the basketball goal at the recreation center. Mr. Glazier felt the charge to be excessive to purchase and replace a basketball net.

Payment Plan defaults: There was a discussion in regards to the process for payment plan defaults. Graham Management sent a letter to homeowners when they defaulted on their payment plans. If there is no remedy from the first letter, the Board requests Graham Management sent a second letter, giving the homeowner 14 days to remedy their

balance or their account will be sent to the attorney for collection, thereby incurring attorney's fees.

A motion to approve the financial report was made by Chris Glazier, seconded by Terrence Moore and passed.

LEGAL REPORT

The Board reviewed 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.

Mr. Glazier inquired about a violation that was removed from the report. Ms. Cole explained that the homeowner had repainted their home the same color, therefore an ARC application was not required and the violation was closed. Discussion ensued.

The Board reviewed 4 deed restriction violations that have exceeded the demand letters. The Board unanimously approved sending these violation to the attorney for resolution.

NEW BUSINESS

Lifeguard Stand – The lifeguard stand was repaired by Houston Recreation Management, Inc.

Drone photographs-A motion not to use drone photographs for association business was made by Tim Gordon, seconded by Dawne Bulpitt and passed.

Daycare Use of Pool-There was a discussion in regards to the daycare's use of pool. A motion to end the use daycare's use of the pool at the end of the pool season was made by Terry Moore, seconded by Dawne Bulpitt and passed. Tim Gordon was opposed. Graham Management will contact the day care.

Certified Mail Charges-Mr. Glazier requested information on when the certified mail charges increased from the original contract. Graham Management reported that the charges were increased in 2008 and again in 2009, presented in budget meetings and passed.

OLD BUSINESS

Backstops-There was discussion in regards to the removal of the back stops in the field across from the recreation center. Mr. Glazier and Mr. Moore were opposed to not replacing the backstops

Sign at Pool-Graham Management has requested a proposal from International Signs in Pearland. International Signs was unable to present a complete proposal prior to the Board meeting. The Board tabled this decision until the proposal was completed.

MANAGEMENT REPORT

Power Washing-Graham Management reported that the power washing of all the columns and entrance monuments was completed.

Parking Lot Striping- Graham Management reported that the striping of the recreation center parking lot was completed.

Common Areas-Graham Management reported that trees and shrubs were trimmed along the common area on Fite between West Oaks Boulevard and Harkey.

Backstop Removed-Graham Management reported that the backstops were removed from the field across from the recreation center.

Mr. Glazier reported that the endcaps on the monuments were in need of repair. Graham Management will obtain proposals to present to the Board.

There was a discussion about upgrading Christmas decorations and the need to upgrade the GFCI's throughout the community.

Mr. Glazier reported that the weeds need to be treated along the trails. Graham Management will contact the landscaping company to treat those areas.

Mrs. Bulpitt would like to organize a holiday party. She will plan and create a budget to present to the Board at the next meeting.

NEXT MEETING DATE

The next meeting date will be August 18, 2014 at 6:30 pm at ServPro in Pearland.

ADJOURNMENT

There being no further business to discuss, the Board meeting was adjourned at 8:45 pm.