

Willowlake Homeowners Association, Inc.

c/o Randall Management 6200 Savoy, Suite 420, Houston, Texas 77036 (713) 728-1126

Board of Directors Meeting Tuesday, July 6, 2021

MINUTES

The Willowlake Homeowners Association, Inc., Board of Directors met for the monthly meeting of the Homeowners Association. This meeting was conducted via Zoom.

Board of Directors:

Present:

Annette Rathgeber, President
Lynn Burch, Vice President
David Wilkins, Secretary
Ronnie LaPaglia, Director

Absent:

Lauren Sparks, Treasurer
Joe Guarnaccio, Director

Management Company:

Carlos Mata, Property Manager

Establish Quorum – Roll Call:

With a majority of the Board of Directors present, the quorum was established.

Call to Order:

With a quorum of Board members present, the Board Meeting was called to order at 7:12 p.m.

Adoption of Agenda:

The agenda was reviewed, and a motion was made by Lynn Burch, seconded by David Wilkins, and it was unanimously decided to approve the agenda as presented.

Approval of the Minutes: June 1, 2021, Board Meeting were reviewed. A motion was made by Lynn Burch, seconded by David Wilkins, and it was unanimously decided to approve the June 1, 2021, Minutes as presented.

Ratification of decisions made between meetings: There were no decisions made in between open meetings.

Treasurer's Report:

Financial Report – Carlos Mata presented the financial reports for June 30, 2021. The Community Association Bank checking account balance for the end of June 30, 2021, was \$226,069, the reserve funds in the Community Association Bank Money Market account were \$200,009. Total Income for the month was \$2,064. The total expenses for the month were under budget \$67.58 and under budget year to date \$300.97.

Adoption of the Financials – June 30, 2021, the owners were given an opportunity to ask questions about the financials. With no additional questions, a motion was made by David Wilkins, seconded by Ronnie LaPaglia, and it was unanimously agreed to approve the June 30, 2021, financials as presented.

Management Reports:

The following Management Reports were presented.

Deed Restrictions – Carlos Mata informed the Board of Directors that deed letter sent out were as follows:

1. Sixty-four (64) first letters
2. Twenty-four (24) second letters
3. Ten (10) third letter
4. Ninety-five (95) corrected violation.

Pending Legal Action – Carlos Mata reported to all present that there was no (0) deed, five (5) collections, four (4) payment plan, no (0) bankruptcy, and two (2) closed files at the attorney's office and further discussion would be held during the executive session.

Committee Reports:

Website – David Wilkins reported that Tony Walker had updated the website.

Yard of the Month – the Yard of the Month has begun, and homes are be acknowledged with sign placement.

Park – Eagle Scout Project, Board waiting to hear back. No update.

Social – No report a possible Halloween social in October.

Pool – David Wilkins suggested getting rid of old pool furniture at the end of the season. David reported that there are still 4 cameras not being used. There are two (2) trees in front of the pool area that need to be trimmed back. David has reviewed the signage at the pool. David will email copies of the signs for everyone's feedback. Davis would like to get a bid on replacing the card system at the pool gate.

Unfinished Business - Mailbox pad – David Wilkins reported that the engineers are reviewing the plans.

New Business – A motion was made by David Wilkins, seconded by Lynn Burch and it was unanimously agreed not to have an August meeting.

Ronnie LaPaglia reported the lights being out at the park and he had to reset the breaker. The Board asked Carlos Mata to contact Humberg to make the repair.

The Board asked Carlos Mata to get bids on trash service since the current service contract expires in September.

Open Forum:

The Open Forum is the time that owners can address the Board of Directors. Each month the Willowlake Board of Directors provides owners up to five (5) minutes to express themselves, ask questions, and make suggestions.

Adjournment:

With no further business to discuss, a motion was made by Lynn Burch, seconded by Ronnie LaPaglia and it was unanimously agreed to adjourn the meeting at 7:32 p.m.