

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting February 1, 2022

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:

David Wilkins, Secretary
Lynn Burch, Vice President
Ronnie LaPaglia, Director
Joe Guarnaccio, Director

Absent:

Annette Rathgeber, President

Management Company:

Carlos Mata, Property Manager
Jane Godwin, Randall Management

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 7:00 p.m.

Adoption of Agenda:

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

Approval of the Minutes: December 7, 2021, Board Meeting minutes were reviewed. A motion was made by David Wilkins, seconded by Lynn Burch, and it was unanimously agreed to approve the December 7, 2021, Minutes as presented.

Financials – The December 31, 2021, financials were reviewed in detail. A motion was made by David Wilkins, seconded by Joe Guarnaccio and it was unanimously agreed to approve the November 30, 2021, financials as presented.

Ratification of decisions made between meetings - There were no decisions made between meetings.

Unfinished Business

Mailbox Pad – David commented on the new pad that was installed and there have been no complaints.

New Business

Access pool gate proposal – Carlos Mata presented a proposal but explained that there will be a new one because the specs changed. David Wilkins explained that the current proposal was a cell phone type system and we've asked the vendor for an internet system.

Flag display renewal – A motion was made by David Wilkins, seconded by Ronnie LaPaglia and it was unanimously agreed to renew the flag display agreement for 2022.

Pool Signs - A motion was made by David Wilkins, seconded by Lynn Burch and it was unanimously approved to remove the old signs and install the new ones for \$183.00.

SEAL Security – Because of crime in the community the Board would like to have SEAL stagger their patrol times a couple of times a week. Joe Guarnaccio suggested camera at the entrances. The Board agreed to hear a pitch from the vendor. Joe will make arrangements for the vendor to come to the next meeting.

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. A new homeowner asked questions about trash service and communication.

Adjournment:

With no further business to discuss, a motion was made by Lynn Burch, seconded by Joe Guarnaccio, and it was unanimously agreed to adjourn the meeting at 7:38 p.m.