

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting March 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:

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

Absent:

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.

Guest – Ryan Plant with Flock Safety addressed the Board about license type cameras for the entrance. He shared a presentation with all present. The Board is to discuss the program and get back to him.

Adoption of Agenda:

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

Approval of the Minutes: February 1, 2022, Board Meeting minutes were reviewed. A motion was made by David Wilkins, seconded by Lynn Burch, and it was unanimously agreed to approve the February 1, 2022, Minutes as presented.

Financials – The January 31, 2022, and the February 28, 2022, financials were reviewed in detail. A motion was made by Lynn Burch, seconded by Joe Guarnaccio and it was unanimously agreed to approve the January 31, 2022, and the February 28, 2022, financials as presented.

Ratification of decisions made between meetings – Timbers were installed around the pool flower bed to be in compliance with a less the 4" gap. A motion was made by David Wilkinson and seconded Ronnie LaPaglia, and it was unanimously agreed to approve the ratification as presented.

Management Report

Deed Restrictions - Carlos Mata reported that there were forty-eight (48) 1st letters, twenty (20) second letters, three (3) 3rd letters and seventy-eight corrected violations.

Pending Legal Action – Carlos Mata stated that there were six (6) collection and one (1) payment plan with the attorney.

Committee Reports

Website www.ourwillowlake.com – David Wilkins reported that it was current and updated.

Yard of the Month – Will begin in the spring.

Park – No Report

Social/Pool – The Board agreed to open the pool on May 1, 2022 and have a pool party on May 7, 2022.

Unfinished Business – No unfinished business was discussed.

New Business

Access pool gate proposal – Carlos Mata presented a proposal from Apex. A motion was made by David Wilkinson and seconded Lynn Burch, and it was unanimously approved.

Landscape Maintenance Contract Renewal – A motion was made by Lynn Burch, seconded by David Wilkins and it was unanimously approved with some wording corrections, and they would like it to be a 3-year agreement.

Plant Installation – The Board would like AceScapes to requote the plant installation and add a replacement for the crape myrtles at the pool. The Board wants the bids to be itemized.

Pool Furniture - Carlos Mata presented the Board with pricing for the pool furniture. The Board will take inventory of the furniture and decide whether to order any.

Pool Equipment Bid – A pool equipment bid was present to the Board. A motion was made by Joe Guarnaccio, seconded by Ronnie LaPaglia and it was unanimously approved.

Fence Bid – A fence repair bid that's located at the baseball field was presented. A motion was made by Lynn Burch, seconded by Joe Guarnaccio and it was unanimously approved.

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. Some of the topics discussed were ACC application approval and safety in the community.

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 8:09 p.m.