

# Willowlake Homeowners Association, Inc.

---

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

## Board of Directors Meeting May 3, 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  
Lynn Burch, Vice President  
David Wilkins, Secretary  
Ronnie LaPaglia, Director  
Joseph Guarnuccio, 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.

#### 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:** April 5, 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 April 5, 2022, Minutes as amended.

**Financials** – The April 30, 2022, financials were reviewed in detail. A motion was made by David Wilkins, seconded by Lynn Burch and it was unanimously agreed to approve the April 30, 2022, financials as presented.

**Ratification of decisions made between meetings** – A bench and a handicap sign was repaired at the park and the plant installation at the pool was approved. A motion was made by David Wilkins, seconded by Lynn Burch and it was unanimously agreed to approve the ratifications.

#### Management Report

**Deed Restrictions** - Carlos Mata reported that there were one hundred eleven (111) 1<sup>st</sup> letters, eighteen (18) second letters, and fifty (50) violations were corrected.

**Pending Legal Action** – Carlos Mata stated that there were one (1) Deed, four (4) collection and one (1) payment plan with the attorney.

## **Committee Reports**

**Website** [www.ourwillowlake.com](http://www.ourwillowlake.com) – David Wilkins reported that the site needed updating. Ronnie LaPaglia plans to familiarize himself with the website so he can make the updates.

**Yard of the Month** – Will begin in the spring.

**Park** – The fence at the ball field has been fixed but still needs a bracket and broken parts replaced.

**Social/Pool** – The Board agreed to open the pool on May 1, 2022 and have a pool party on May 7, 2022. David said he thought the pool lights were staying on but would confirm and get back to Randall Management.

**Unfinished Business** – David Wilkins reported that the area where the new mailbox pad was installed there was an area needing sod and he'd talked to Ernesto with AceScapes and they are supposed to replace it.

**New Business** – David Wilkins reported that someone had dumped a bundle of sticks on the pipeline mowing area. He spoke to AceScapes and they will remove them.

## **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 security cameras, sidewalks, new gate installed at a resident without permission.

## **Adjournment:**

With no further business to discuss, a motion was made by Lynn Burch, seconded by David Wilkins, and it was unanimously agreed to adjourn the meeting at 7:51 p.m.