

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting June 7, 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

Absent:

Ronnie LaPaglia, Director
Joseph Guarnuccio, Director

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 Lynn Burch, seconded by David Wilkins, and it was unanimously agreed to approve the agenda as presented.

Approval of the Minutes: May 3, 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 May 3, 2022, Minutes as amended.

Financials – The May 31, 2022, financials were reviewed in detail. A motion was made by Lynn Burch, seconded by Annette Rathgeber and it was unanimously agreed to approve the May 31, 2022, financials as presented.

Ratification of decisions made between meetings – Removal of a large broken tree branch and limb debris on pipeline was removed. 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 Eleven (11) 1st letters, Two (2) second letters, and Three (3) 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 – David Wilkins reported that the site needed updating. Homeowner Jack Bui volunteered to manage the website. The Board welcomed him and said they'd contact him via email.

Yard of the Month – yard of the month has begun, and signs have been spotted by the Board.

Park – David Wilkins reported that there had been an irrigation leak and AceScapes was supposed to supply a proposal to replace the controller. The Board asked Carlos Mata to check with them.

Social– The Board all agreed that the pool event was a great success. The next event would be the Halloween event in October. David pointed out that they had exhausted their social budget and would have to raise it going forward.

Pool - David Wilkins suggested they find a pool captain to address any issues that come up.

Unfinished Business – There was no unfinished business discussed.

New Business:

Bid to repair bridge – A bid in the amount of \$1,500.00 was presented to repair the bridge by the lake. A motion was made by David Wilkinson and seconded by Lynn Burch, and it was unanimously approved.

Pool Access Issues – David Wilkins reported that he'd spoken with Al of Apex and concluded that there were several issues that caused the problems. Resident failed to sign up, Forms submitted with wrong information, Typo error, and Pool company dead bolting the lock.

S.E.A.L. Agreement – The Board asked Carlos Mata to contact them and find out if they can do this during the middle of an existing contract.

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 Annette Rathgeber, and it was unanimously agreed to adjourn the meeting at 7:46 p.m.