

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting August 2, 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 Lynn Burch, seconded by David Wilkins, and it was unanimously agreed to approve the agenda as presented.

Approval of the Minutes: June 7, 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 June 7, 2022, Minutes as presented.

Financials – The June 30, 2022, and the July 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 June 30, 2022, and the July 31, 2022, financials as presented.

Ratification of decisions made between meetings – A motion was made by Annette Rathgeber, seconded by Ronnie LaPaglia and it was unanimously agreed to approve the ratifications as listed below.

Install Flock cameras
Remove tree limb debris and trimmed tree around Gazebo
Pump room light fixed
Pool ladder handrail repaired
David paying for Website Domain
Haul off old pool furniture
Fixed bench at picnic table in pool area
Installed battery operated controller by the retention pond area.

Management Report

Deed Restrictions - Carlos Mata reported that there were forty-six (46) 1st letters, thirty (30) second letters, and seven (7) third letters and fifty (50) violations were corrected.

Pending Legal Action – Carlos Mata stated that there were zero (0) Deed, nine (9) collection and six (6) payment plan with the attorney and three (3) closed accounts.

Committee Reports

Website www.ourwillowlake.com – David Wilkins reported that Jack Bui updated the website. David said he is currently paying for website with his credit card and will be turning in receipts for reimbursement.

Yard of the Month – yard of the month has begun, and signs have been spotted by the Board. The Board would like Carlos Mata to get prices for new signs.

Park – David Wilkins reported that the back of the metal sign near the ball field has been removed. The Board asked Carlos Mata to get a price to replace the back and a hose bib at the pool park area.

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.

Halloween Trail is scheduled for October 29, 2022. The Board would like a flyer to out with the annual meeting notice letting everyone know about the event.

Pool - David Wilkins reported that the new pool furniture has arrived, and the old furniture has been removed.

Unfinished Business – There was no unfinished business discussed.

New Business:

Tree trimming bid – Carlos Mata presented a tree trimming bid from Santoyo Tree Service. A motion was made by David Wilkins, seconded by Joseph Guarnuccio to approve the bid and add an additional \$1,000.00 to remove a large tree and stump that was not included in the bid.

Light Pole – Carlos Mata presented a bid from Humberg Electric to replace decorative light pole that has been knocked down at the park. A motion was made by Lynn Burch, seconded by Annette Rathgeber and it was unanimously agreed to approve the Humberg bid.

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 illegal parking, deed violations, heavy trash, speeding and security.

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 8:21 p.m.