

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting September 6, 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
Joseph Guarnuccio, Director

Absent:

Ronnie LaPaglia, 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 7:08 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: August 2, 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 August 2, 2022, Minutes as presented.

Financials – The August 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 August 31, 2022, financials as presented.

2023 Budget – Randall Management presented the 2023 budget. After reviewing it and answering questions a motion was made by Annette Rathgeber, seconded by David Wilkins it was unanimously agreed to approve the budget as presented without an increase in assessments.

Ratification of decisions made between meetings – A motion was made by Lynn Burch, seconded by David Wilkins, and it was unanimously agreed to approve the ratifications as listed below.

Repaired men's room toilet at pool

Suspended lawn violation letters for 2 weeks due to the amount of rain.

Repaired and painted Willowlake sign.

Management Report

Deed Restrictions - Carlos Mata reported that there were fifty-three (53) 1st letters, twelve (12) second letters, and eight (8) third letters and sixty-four (64) violations were corrected.

Pending Legal Action – Carlos Mata stated that there were one (1) Deed, eight (8) collection and one (1) 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 would like to add the Halloween Trail and the annual meeting information to the website and an update on the installation of the FLOCK cameras.

Yard of the Month – Lynn Burch stated that the season was over, and holiday seasonal yards will be selected later in the year.

Park – No Updates

Social– The Halloween event will take place on October 29, 2022.

Pool – The pool season will stay open until October 23, 2022.

Unfinished Business – There was no unfinished business discussed.

New Business:

Halloween Trail Signs – A motion was made by David Wilkins, seconded by Lynn Burch to approve the bid for the Halloween Trail signs and make them 2 sided and not to exceed \$600.00.

Yard of the Month Signs – A motion was made by David Wilkins, seconded by Joseph Guarnuccio and it was unanimously agreed to approve the Yard of the Month Signs 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.

Adjournment:

With no further business to discuss, a motion was made by Lynn Burch, seconded by Joseph Guarnuccio, and it was unanimously agreed to adjourn the meeting at 8:08 p.m.