

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting February 7, 2023 - 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:

David Wilkins, President
Lynn Burch, Vice President
Joseph Guarnuccio, Treasurer
Alejandro Paredes, Secretary

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 7:00 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: January 3, 2023, Board Meeting minutes were reviewed. A motion was made by David Wilkins, seconded by Joseph Guarnuccio, and it was unanimously agreed to approve the January 3, 2023, Minutes as amended.

Financials – The January 31, 2023, financials were reviewed in detail. A motion was made by Joseph Guarnuccio, seconded by Alejandro Paredes and it was unanimously agreed to approve the January 31, 2023, financials as presented.

Ratification of decisions made between meetings – There were no decisions made between meetings to ratify.

Management Report

Deed Restrictions - Carlos Mata reported that there were sixty-one (61) 1st letters, twenty (20) second letters, and nine (9) third letters and ninety (90) violations were corrected.

Pending Legal Action – Carlos Mata stated that there were two (2) Deed, five (5) collection and three (3) payment plan with the attorney and two (2) closed account.

Committee Reports

Website www.ourwillowlake.com – David Wilkins reported that website was updated and the FLOCK registration information has been added.

Yard of the Month – The Yard of the Month starts in May.

Park – David Wilkins stated that there had been a trash receptacle on fire during the holidays. It has been repaired by himself and Joseph Guarnuccio.

Social– The Board is planning another pool opening day event around May 1, 2023.

Pool – The Board asked Randall Management to have the pool furniture pulled out of storage and power washed sometime in March.

Unfinished Business – Carlos Mata reported that the electrician was not returning his calls about the installation of the light pole and will be looking for a new vendor.

New Business:

Bench Donation – A homeowner has donated the cost for a bench in the lake park to honor his son. David Wilkins and Joseph Guarnuccio volunteered to install in when it comes in about 8 weeks.

Tree Planting – A proposal to install Red Leaf Maples by AceScapes was presented. A motion was made by David Wilkinson and seconded Lynn Burch, and it was unanimously approved to install two (2) 30 gallon Red Leaf Maple trees at the pool park area near the picnic tables. The Board would also like to know if a bubbler was included in the price and if not to have AceScapes provide a bid to install bubblers at each tree. The Board would like to have the trees installed by the end of February or the first of March.

Arbor Day Event – The Board is planning an Arbor Day Event. David announced that he has 15-20 high school kids to volunteer to do clean up and plant small trees o February 18, 2023, 8-12 am. A motion was made by David Wilkinson and seconded Joseph Guarnuccio, and it was unanimously approved to move forward with the event.

Pool Plumbing Repairs – The Board would like to get plumbing bids to repair or replace with PEX the busted pipes in the pool area. This will be done in March once the pool furniture has been pulled out of storage.

Pool Furniture – A price list was presented to the Board. The Board asked Carlos Mata to order four (4) lounge chairs and four (4) game chairs.

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. Alejandro Paredes announced that he is still working on organizing a SHRED Day. This is be cost free to the community. The day will be the last weekend in March of the first weekend in April.

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 7:39 p.m.