

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting March 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

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 Alejandro Paredes, and it was unanimously agreed to approve the agenda as presented.

Approval of the Minutes: February 7, 2023, Board Meeting minutes were reviewed. A motion was made by David Wilkins, seconded by Alejandro Paredes, and it was unanimously agreed to approve the February 7, 2023, Minutes as presented.

Financials – The February 28, 2023, financials were reviewed in detail. A motion was made by Lynn Burch, seconded by Alejandro Paredes and it was unanimously agreed to approve the February 28, 2023, financials as presented.

Ratification of decisions made between meetings – A motion was made by David Wilkins, seconded by Lynn Burch and it was unanimously agreed to approve the following decisions made between meetings, Church Easter Block Party at the park on April 1, 2023, 4-6 pm and repair of a leak at the pool equipment.

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, six (6) 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 by Jack Bui and he is posting the approved minutes as they are sent to him.

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

Park – David Wilkins reported that the Arbor Day event was very successful. There were 9 trees planted and 9 trees moved to a different location. There were 11 bags of trash after the cleanup. There were about 20 students volunteering and hopes this becomes an annual event for the community.

Social– The Board is planning another pool opening day event on May 6, 2023. The board asked Carlos Mata to make the same arrangements as last year. David Wilkins said he would contact Snow Dog ice cream truck.

Pool – The Board asked Randall Management to have the pool furniture pulled out of storage and power washed sometime in March. Pool opening is planned for May 2, 2023, and the Board asked Carlos Mata to send the updated pool forms for the 2023 pool season.

Unfinished Business – Carlos Mata reported that the electrician was currently working with their supplier to lower the price to the amount quoted originally for the light pole. The electrician said they should know something within a couple of days.

New Business:

Shred Day Event - Alejandro Paredes has make arrangements to have a shredding service come out on April 1, 2023, 10 am- Noon. This service will be no charge to the community.

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 renters, double parking in cul-de-sacs. Joseph Guarnuccio reported that he'd been contacted by Winchester County about displaying a banner for their Swim Team. A motion was made by Joseph Guarnuccio, seconded by David Wilkins and it was unanimously approved.

Adjournment:

With no further business to discuss, a motion was made by David Wilkins, seconded by Lynn Burch, and it was unanimously agreed to adjourn the meeting at 7:35 p.m.