

Willowlake Homeowners Association, Inc.

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

Board of Directors Meeting April 4, 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

Absent:

Ronnie LaPaglia, Director
Alejandro Paredes, Secretary

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 7:07 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: March 7, 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 March 7, 2023, Minutes as presented.

Financials – March 31, 2023, financials were reviewed in detail. A motion was made by Lynn Burch, seconded by David Wilkins and it was unanimously agreed to approve the March 31, 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, repair plumbing due to winter leaks and approved the 2nd Easter Event.

Management Report

Deed Restrictions - Carlos Mata reported that there were seventy (70) 1st letters, nineteen (19) second letters, and five (5) third letters and eighty-eight (88) 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 by Jack Bui and he is posting the approved minutes as they are sent to him. Jack pointed out that there were several outdated items that Needed to be addressed. David said that he'd look and work with him on it.

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

Park – David Wilkins reported that he and Joe had installed the Bench that was donated by a homeowner.

Social– The two Easter Events are scheduled one by a homeowner and the other by the Church. The pool opening event has been scheduled for May.

Pool – David Wilkins reported that Kim Walker has volunteered to be pool monitor for the 2023 pool season. David also reported that the handicap sign needed to be reinstalled.

Unfinished Business – Carlos Mata reported that the electrician has not gotten back to him about the installation of the light pole. The Board has asked Carlos Mata to find another electrician to do the job.

New Business:

PVB Access drain port bid - Carlos Mata presented the Board with a bid from AceScapes to install drain ports at the PVB's to keep them from freezing damage. A motion was made by David Wilkinson and seconded by Lynn Burch, and it was unanimously agreed to approve the bid.

Repairs to pool house – Carlos Mata presented a bid to repair all the ceiling cutouts in the club house created by the plumbers. A motion was made by David Wilkinson and seconded by Joseph Guarnuccio, and it was unanimously agreed to approve the bid.

Snow Dog Ice Cream Truck – A motion was made by David Wilkinson and seconded by Joseph Guarnuccio, and it was unanimously agreed to approve the bid for the Ice Cream truck during the pool opening event.

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 with up to five (5) minutes to express themselves, ask questions, and make suggestions. Some of the topics discussed were street parking, 18 wheelers going through the community, pool parking permits and businesses being run out of homes.

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 7:51 p.m.