

**Oak Forest Homeowners Association Inc.**

**General Meeting**

Date: February 19<sup>th</sup>, 2018 (Postponed 1 week)

Time: 7.00 p.m.

Place: Candlelight Community Center

1520 Candlelight Lane, Houston, TX 77018

- I. Meeting called to order with 4 residents in attendance at 7.00pm

Pledge of Allegiance was recited.

Quorum for the meeting was 8

**Roll Call:** Matt Mitchell, President - Present

Christine Milliner, 1<sup>st</sup> Vice President – Absent

Michael Thomas, 2<sup>nd</sup> Vice President – Present

Treasurer – Vacant

Linda Kelly, Secretary – Present

Linda Werner, Parliamentarian – Present

Joshua Sanders, Sargent-at-Arms – Present

Martha Mears, Past President& Director of Neighborhood Patrol – Present

Jennifer Massey, Director of Public Relations – Present

Lane Lewis, Director of Community Relations – Absent

**II:** **Meeting Minutes Review:** Mr. Mitchell presented the minutes for the General Meeting held on January 22<sup>nd</sup>, 2018. Mr. Mears put forward a motion to accept them as written. Seconded by Mr. Rabe.

**III,** **SEAL Incident Report:** Officer Reese reviewed the incident report for January 2018 and reminded the meeting to put SEAL's number on alarm systems, to use the vacation watch form when going out of town and to keep personal identification numbers handy. In response to a question from the floor, explanations were given about the cost of patrol hours, the actual patrol hours and availability of detailed reports. Pleased to report that the tire shop on 34<sup>th</sup> has been busted by HPD. SEAL is aware of the problem at Oak Forest Park with older teenagers visiting every afternoon and causing trouble. Officer Reese also reminded the meeting of the security value of keeping our property well-lit, especially in light of the neighbor in Section 16 who was robbed at gunpoint in his driveway.

**IV.** **President's Report:** Mr. Mitchell spoke of his intent to continue the momentum of previous boards especially regarding transparency and accountability. Believes that elected officials should be made aware that Oak Forest has a big voice and they should be encouraged to attend our meetings. Volunteering is essential and we are looking at ways to update our list of volunteers and ways to encourage enrollment. If anyone wants to volunteer, please contact us. The financial reports are now up to date, and considerations are being given to hiring a 3<sup>rd</sup> party to help with the Treasurer's role. Takes fiscal responsibility seriously, in particular keeping it visible and open. Need to move forward with our forms of communication and use of social media. Intends to keep the timeliness of meetings to one hour.

**Committee Reports:**

1. **Neighborhood Patrol.** Ms. Mears announced that SEAL will patrol 12/7 and additional monies will be used to provide full coverage during holidays and spikes in crime. In answer to a question Ms. Mears advised that we pay double for coverage during holidays, the hours vary according to criminal activity, and that we went to full 24/7 coverage last July because of increased enrollment as new residents continued to join the program. We continue to have close contact with Chief Harris of North Division, who will have his officers react immediately if we need them.
2. **Deed Restrictions.** In response to a question regarding advice for a new builder, Mr. .Mitchell ran through the basics of our deed restrictions, with a reminder that they vary by section.
3. **Public Relations:** Ms. Massey reported that the OFHA website is back to being [www.ofha.org](http://www.ofha.org) . The website is being handed over and updated this week. The Fish Fry, scheduled for April 7<sup>th</sup>, has now been incorporated into the Tour de Oak Forest in May. Plans for a neighborhood newsletter will be discussed with the Board at the March meeting.
4. **Community Relations:** Absent
5. **Treasurer:** Mr. Estis is still assisting with the financials until another Treasurer is appointed but was unable to attend the meeting. In his absence, the Income Statement and Balance Sheets for January were distributed and explained by Mrs. Mears. Motion to defray expenses was put forward by Ms. Massey and seconded by Mr. Sanders.
6. **New Business.** Mr. Mitchell reminded the meeting that early voting started tomorrow and a discussions took place about how the HISD budget shortfall would affect some schools in our neighborhood.
7. **Q&A.** A question regarding what SEAL membership includes was answered by Ms. Mears. A question regarding what software system the Treasurer uses was answered by Mr. Mitchell.

There being no further business the meeting adjourned at 7.55pm.

