

**Oak Forest Homeowners Association Inc.**

**General Meeting**

Date: June 11<sup>th</sup>, 2018

Time: 7.00 p.m.

Place: Candlelight Community Center

Candlelight Lane, Houston, TX 77018

- I. Meeting called to order with 22 residents in attendance at 7.00pm

Pledge of Allegiance was recited.

Quorum for the meeting was 14

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

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

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

Treasurer – Rufus Estis - Present

Linda Kelly, Secretary – Present

Linda Werner, Parliamentarian – Absent

Joshua Sanders, Sargent-at-Arms – Present

Martha Mears, Past President& Director of Neighborhood Patrol-present

Jennifer Massey, Director of Public Relations – Absent

Lane Lewis, Director of Community Relations – Present

**PRESENTATION:** Mr. Mike Zientek with the Highway 290 Project gave an update on the construction work and took questions from the floor.

- II. **SEAL Incident report:** Sergeant Patterson reviewed the Incident Summary for May 2018 and, in response to a question, explained a CTW (Criminal Trespass Warning). Ms. Milliner spoke of her experience calling SEAL and HPD in that SEAL responded within 10 minutes and HPD took several hours. Sgt. Patterson asked that if we are in doubt, we should call an incident in. Some officers are now wearing body cameras.
- III. **Meeting Minutes Review:** Mr. Mitchell presented the minutes for the General Meeting held on May 14<sup>th</sup>. Mr. Mears put forward a motion to accept them as written. Seconded by Mr. Estis. All in favor.
- IV. **Presidents Report:**
1. **Movies in the Park.** Probably the neighborhood's oldest event, still going strong. Thanked volunteers past and present for their help in making it so successful.
  2. **School Certificates:** The OFHA has received certificates of commendation from Katherine Smith Elementary school and Scarborough High School in recognition of our volunteer contributions.

3. **Taste of Oak Forest**. Starting to prepare for this event which will be held on November 10<sup>th</sup>. Volunteers are needed and residents are encouraged to sign up.
4. **Audit Committee**: A review of the Bylaws which was approved last year, now requires the formation of an Audit Committee to review financial statements and either approve or recommend an audit. Three to five people are required for the committee, one of whom must be a CPA. Volunteers are needed and a signup sheet was available.
5. **Mowing of Candlelight and Oak Forest Parks**: As a way of promoting this initiative and calling attention to the work of the OFHA, Mr. Mitchell suggested we have signs printed along the lines of “Supplemental Mowing provided by OFHA”. Estimated cost \$150. Motion to approve getting the signs printed put forward by Ms. Kelly. Seconded by Mr. Sanders. All in favor.

V. **Committee Reports**.

- a. **Neighborhood Patrol (Ms. Mears)**. At a recent security committee meeting it was recommended that residents either remove their USB cord from their unattended vehicle, or make sure it is clear there is nothing attached to it, otherwise criminals may well assume there is a piece of electronic equipment and break in. Looking to have SEAL patrolling 24/7.
- b. **Deed Restrictions and Architectural Committee (Ms. Milliner)**. In process of getting deed restrictions retyped. 3 sections already completed but they need proofing. Looking for sponsors, such as contractors, builders or realtors, who may want their logo on the OFHA webpage. Residents were encouraged to call in if see neighbors violating deed restrictions. In process of rolling out a Community Volunteer page on Facebook. In the meantime residents are encouraged to volunteer using signup sheets available at the meeting.
- c. **Community Relations (Mr. Lewis)**. Received a \$5000 check from the Reyna Group. Part of that money will be going towards beautification. Frost Bank reached out to upgrade their sponsorship for Movies in the Park. Working on a Halloween Fun Run.
- d. **Financials (Mr. Estis)**. Income Sheet and Balance Sheet for the month of May was distributed and explained. Motion to defray expenses was put forward by Mr. Mears. Seconded by Mrs. Mears. All in favor.

VI. **Q&A:**

Mr. Apolinar Abonza, Community Liaison with District 18’s State Representative Jessica Farrar’s office gave details of a public meeting of the Harris County Flood Control District on June 12<sup>th</sup> and of the 2018 Northside Back to School Health and Resource Fair being held on August 4<sup>th</sup>. Volunteers are needed. Leaflets were made available.

There being no further business, the meeting adjourned at 8.11pm.