

Oak Forest Homeowners Association Inc.

General Meeting

Date: October 8th, 2018

Time: 7.00 p.m.

Place: Candlelight Community Center

Candlelight Lane, Houston, TX 77018

Meeting called to order with 8 residents in attendance at 7.00pm

Pledge of Allegiance was recited.

Quorum for the meeting was 5

Roll Call: Matt Mitchell, President - Present
Christine Milliner, 1st Vice President – Present
Michael Thomas, 2nd Vice President – Present
Treasurer –
Linda Kelly, Secretary – Present
Linda Werner, Parliamentarian – Absent
Joshua Sanders, Sargent-at-Arms – Absent
Martha Mears, Past President & Director of Neighborhood Patrol-present
Jennifer Massey, Director of Public Relations – Absent
Lane Lewis, Director of Community Relations – Absent

SEAL Security: Officer Reese reviewed the Incident Report for September and gave the regular reminders about filling out the Vacation Watch Form and adding SEAL as a secondary contact on our alarm systems. As the holiday season approaches if anyone is nervous about package deliveries being left on their doorstep in plain sight, residents can call SEAL to tell them about the delivery and the SEAL officer will try to move the packages out of sight.

Meeting Minutes Review: Mr. Mitchell presented the minutes from our meeting held in September. Motion to accept as written put forward by Ms. Milliner. Seconded by Ms. Mears. All in favor.

President's Report:

- 1.** Our Treasurer resigned shortly after last month's meeting. Mr. Mitchell has spent the last month going over the records and establishing all is in order. He is confident about how the finances have been managed and the availability of historical information. Will continue to use existing bookkeeper for the security campaign, but Mr. Mitchell and Ms. Mears (as Past President) have interviewed a CPA and a bookkeeper to keep the flow of data running smoothly. Recommend hiring the bookkeeper for 10+ hours per month. Mr. Mitchell is in the processing of analyzing records with the intent of finding opportunities to streamline our technology.

- 2.** Fire Station 13 on W. 43rd is having an Open House on October 13th to celebrate the station's 100th birthday. Families are welcome and hoping for a good turnout.

Committee Reports:

- 1. Neighborhood Patrol (Ms. Mears).** Currently have 24/7 patrols through January. Our 2019 campaign started on October 1st and will last through December 15th. Depending on how much is collected we may have to go back to 12/7. The 12/7 patrol hours are never published. Have already picked up about 70 checks (26 brand new subscribers and 27 renewals). Hope that this trend will continue. Need 1200 residents to sign up and already some people are paying for their neighbors, some are making donations, and some people are paying what they can afford. We need approximately \$285,000 for 24/7 patrols. There will be an HOA presence at Resource One on Saturday mornings on October 13th (11am-2pm), October 20th (10am-2pm) and November 3rd (which is also the free shredding event at Resource One).
- 2. Deed Restrictions (Ms. Milliner):** The Deed Restrictions have been retyped and are currently being proofed. The new ones, once posted on the OFHA website will have a search ability. Still looking for sponsors to cover the costs for retyping and in return they will have their logo posted on the website. Reminder that if you see neighbors doing anything out of the ordinary with their property please report it to the Deed Restriction committee via telephone or email. There is a committee to review submissions but would welcome more people signing on.
- 3. Public Relations (Mr. Mitchell in the absence of Mr. Lewis and Ms. Massey):** Good Dog will have their food truck at the Movies in the Park event on November 10th. Still looking for more food trucks. The Taste of Oak Forest will not be taking place this year. Volume of work was very difficult for two people and many of the high end restaurants were not available.
- 4. Financials (Mr. Mitchell).** A Financial Statement for September 2018 was circulated and explained. The Paypal Legacy account is for monthly security subscriptions and the General account is for deposits for SEAL. The funds in the Taste of Oak Forest Account will likely be moved to the Security account. A motion to accept the statement as presented and to approve expenses was put forward by Ms. Mears. Seconded by Ms. Milliner. All in favor.
- 5. Beautification (Mr. Mitchell in the absence of Ms. Werner):** A Community Clean Up event will take place on October 20th. Details will be publicized on website and Facebook. All are welcome.

Any other Business:

Ms. Powers reminded the membership that the Friends of Oak Forest Event will be held on October 27th from 3pm-7pm at Oak Forest Park.

Ms. Rogers reminded the community that there is a big election coming up. Go to HarrisVotes.com for more information.

Mr. Jones reminded the membership that the bat migration is currently moving south. If pet gets bitten by a bat take to vet immediately.

There being no further business the meeting adjourned at 8.07pm