

Oak Forest Homeowners Association Inc.

EXECUTIVE BOARD MEETING

Date: November 5th, 2018

Time 6.30pm – Regular Board Meeting

Place: Hope Episcopal Church

- I. The meeting was called to order at 6.30pm by Mr. Sanders. The Pledge of Allegiance was recited.

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

- II **Homeowner’s Concerns** Mr. David Hertzog attended the meeting to discuss why the building plans for his new residence had been rejected.

III **Immediate Action Items:**

- A. **Board Approval of Minutes from Executive Board Meeting on October 1st 2018.** Motion to approve as written put forward by Mr. Lewis. Seconded by Mr. Sanders. All in favor.

B. Reports:

1. **President: (Mr. Mitchell) End of Year Items:**

- a. Mr. Thomas has still only had one person volunteer for the nomination committee. Anyone on the Board who is willing to run again next year should let him know. Will post a notice on Facebook tomorrow asking for more volunteers.
- b. Audit Committee: Very comfortable with the electronic records, but it is hard to go sort through the paper records. President will speak to Melissa, the volunteer who said she would help with the audit.
- c. Deed Restrictions and Construction: There has been a flurry of communication re a few denials. All now completed.

2. **Architectural and Deed Restrictions (Ms. Milliner):** Retyped Deed Restrictions are still being proofed. Hoping to have completed by end of year.

3. **Director of Community Relations (Mr. Lewis):** All sponsors now paid up except AT&T who still owe \$250. Frost Bank are going to take a table at Movies in the Park (MITP). Heights Helpers are a new sponsor. Mr. Lewis attended a Rotary meeting at Harold’s in the Heights and M. Wood Custom Homes became a new Business member. Mr. Sander’s has all the permits for MITP. Proposing event runs from 5-9pm. Frost will be providing hot popcorn. Mrs. Mears will bring trash boxes. Ms. Massey has lanterns for the Portapotties. Will speak to Sandy about the silent auction. Will post announcements all week on Facebook.

4. **Neighborhood Patrol (Ms. Mears):** \$48,000 collected so far for SEAL campaign. Have been a number of new subscribers and donations are also being made by non-residents. SEAL writing reports at TC Jester Park at night to help keep it safer.
5. **Beautification: (Ms. Werner)**
 - a. Called a number of companies regarding landscaping on Ella. Only one company (St. Claire) came back with a bid of \$1260 for 9 esplanades. Motion put forward by Mr. Sanders to accept bid. Seconded by Ms. .Mears. These funds to come out of the sponsorship account.
 - b. St. Claire submitted a bid of \$4361 to upgrade the irrigation system on Ella. Unless we have someone step forward to adopt the esplanades the City will continue to mow over the sprinklers. Suggests Mr. Lewis approach businesses to ask if they will adopt an esplanade. Motion that we abandon the sprinkler system put forward by Ms. Mears. Seconded by Mr. Sanders. All in favor.
 - c. Volunteers haven't finished tree/shrub trimming on 43rd from Mangum to 290.
 - d. Grant application was submitted to City of Houston on 2nd November.
 - e. Park mowing contract now complete
 - f. Despite repeated attempts to make contact, nothing has been heard from Beth Silva about adopting the three entrances into Oak Forest.
6. **Financials (Mr. Mitchell).** A Financial Statement was distributed and discussed. Motion to approve expenses as written was put forward by Ms. Mears and seconded by Ms. Werner. All in favor.

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