

**Oak Forest Homeowners Association Inc.**  
**Executive Board Meeting**  
**June 8, 2021.**  
**Location: Remote Meeting by Zoom**

I. Call to order

Geoff McKeel called the meeting to order at 6:36 p.m. with 6 people in remote attendance.

II. Attendance

The following board members were present:

- Geoff McKeel, President
- Andrea Rafiei, 1<sup>st</sup> Vice President
- Rashod Austin, 2<sup>nd</sup> Vice President
- Lucy Cain, Treasurer
- Cheyenne Trail, Secretary

The following committee chairs were present:

- Martha Mears, Director of Neighborhood Patrol

III. Approval of Board Meeting Minutes

A. May 2021 Minutes– Martha Mears motioned to approve minutes as written. Rashod Austin seconds. A vote was taken and the minutes were approved without opposition.

IV. Guest and/or Residents

A. No guests in attendance.

V. Officers' Reports

A. President's Report- Geoff McKeel

1. FAQ list. Will continue to gather these questions and then answer them and get approval from the Board before posting to the website.
2. Morgan Akin will be stepping down from the position of Parliamentarian position on Board.
3. Still want to organize a chance for board members to get together in person.

B. Treasurer/Financials – Lucy Cain

1. Review of current financials
2. Expenses for Approval: SEAL May 2021 for \$9328.00 and John Barnes, Attorney for \$2010.00.

**A motion to approve the two expenses was made by Rashod Austin and seconded by Cheyenne Trail. A vote was taken and the expenses were approved without opposition**

3. CPA selection at the General Meeting next week. Review the proposals to prepare.

VI. Standing Committee Reports

A. Beautification Committee- Martha Mears

1. Mowing will begin this month, June.
2. Happen Houston (Mike Silva) has offered to help us redo some (7 or 8) markers/signs when you enter the neighborhood. Will contribute financially (amount TBD) so Martha will get bids for them from Scott Cheryl and present them to us.

- B. Neighborhood Patrol – Martha Mears
  - 1. Hours have been updated for SEAL. Will not post hours due to security purposes.
  - 2. Issue with some vacant houses with squatters. HPD and SEAL have responded.
  - 3. No catalytic converters have been stolen in our neighborhood but General Houston area has been heavily affected by this. New visible hours of SEAL may have helped us not have these issues.
- C. Public Relations – No report-Abby Jones, Absent
- D. Community Relations –Lucy Cain on behalf of Vanessa Ortega, Absent
  - 1. Tour de Oak Forest, meeting June 15th at 6pm on Zoom. Main agenda item will be to select the event date, possibly in October 2021.
- E. Deed Restrictions – Andrea Rafiei
  - 1. 1 plan submitted (1 approved/0 pending revision/ 0 denied)
  - 2. Flow chart created and will be updated then posted on website and newsletter.
  - 3. Quarterly committee meeting June 22nd 7pm- zoom meeting.
- F. Nominating Committee- Rashod Austin
  - 1. No updates for replacements for open positions: Neighborhood Patrol & Parliamentarian
    - a) posted in newsletter and on website
    - b) events will help us promote open positions
      - (1) possibly at SEAL campaign kick-off in October

VII. Other Business  
No other business was proposed.

VIII. Adjournment  
The meeting was adjourned at 7:38 p.m.

Minutes were recorded and submitted by: Cheyenne Trail.

**OFHA Board – 2021**

Geoff McKeel, President  
Andrea Rafiei, 1<sup>st</sup> Vice President  
Rashod Austin, 2<sup>nd</sup> Vice President

Lucy Fisher Cain, Treasurer  
Cheyenne Trail, Secretary  
Neela Patel, Sergeant-at-Arms  
Morgan Akin, Parliamentarian

Martha Mears, Director of Neighborhood Patrol  
Abby Jones, Director of Public Relations  
Vanessa Ortega, Director of Community Relations