

**Oak Forest Homeowners Association Inc.**  
**Executive Board Meeting**  
**September 7, 2021.**  
**Location: Remote Meeting by Zoom**

I. Call to order

Geoff McKeel called the meeting to order at 7:02 p.m. 5 with 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, 2nd Vice President
- Lucy Cain, Treasurer
- Cheyenne Trail, Secretary

III. Approval of Board Meeting Minutes

A. August 2021 Minutes – **Lucy Cain motioned to approve minutes as written. Andrea Rafiei 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. Discussion about recent resident complaints about general upkeep/maintenance at neighbor's property (example: recent complaint about neighbor planting bamboo within 25 ft. of property line to use as a fence). Typically we would refer residents to 311 and COH would handle issue. Discussion with Andrea about sending violation letter from our deed restriction committee or sending to 311.
2. Geoff announced he will roll off of the board at the end of December and not continue in President role.

B. Treasurer/Financials – Lucy Cain

1. Review of current financials
2. Expenses for Approval: SEAL August 2021 for \$19,020.

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

VI. Standing Committee Reports

A. Beautification Committee- Martha Mears, Absent

1. No report.

B. Neighborhood Patrol – Martha Mears, Absent (sent in report)

1. Neighborhood Patrol Program: We had very good success with the 24/7 patrols & after discussing the financials with Lucy, Martha suggested we activate 24/7 patrol again for 30 days. Lucy will notify Erica with SEAL to activate.

**Cheyenne Trail motions to activate 24/7 patrol for next 30 days, Rashod Austin**

**seconds. A vote was taken and 24/7 patrol for September was approved without opposition.**

2. Several tailgates taken, cars looted, & one unlocked car that resulted in several large items being stolen from the garage using the garage door open. This happened at night.
3. Neighborhood Patrol Campaign Program for 2022 will begin October 15, 2021 and continue until January 15, 2022. Martha will work on mailouts soon.
4. Will NNO happen this year? Has anyone heard from COH?

*Geoff will send email to City of Houston to check into NNO.*

C. Public Relations – Abby Jones, Absent

- 1.No report. No response from Abby in months.

D. Community Relations – Vanessa Ortega, Absent

- 1.No report. No response from Vanessa in months.
- 2.Lucy announcement re: Tour de Oak Forest below in announcements.

E. Deed Restrictions – Andrea Rafiei

1. 5 plans submitted (2 new home/ 1 pool/1 generator |4 approved/1 pending)
- 2.Next quarterly committee meeting will be September 28, 2021 at 7 p.m. Andrea will share on Facebook.

F. Nominating Committee- Rashod Austin, Absent

- 1.Posted opportunities via Oak Forest Living magazine
- 2.4 open positions now. Will begin a plan for Geoff’s transition out of President role and to fill other 3 (Parliamentarian, Public Relations, Community Relations)

VII. Other Business/Announcements

- 1.Legion Park Revitalization website is live and donations are being accepted, per Andrea.
- 2.Tour de Oak Forest info, per Lucy: 10 people signed up, goal is 75 bike riders. 10-mile ride will begin and end at Hope Episcopal with continental breakfast, food trucks, snow cones, Art Bike Parade and prizes. Date: October 9th. Lucy will reach out to Facebook OFHA Group moderators to create event and advertise on Facebook.
- 3.Monthly Board Meeting time changed to 7 p.m. First Tuesday of every month.

VIII. Adjournment

The meeting was adjourned at 7:35 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  
Vacant, Sergeant-at-Arms  
Vacant, Parliamentarian

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