

Oak Forest Homeowners Association Inc.

General Meeting

Date: February 11th, 2019

Time: 7.00 p.m.

Place: Candlelight Community Center

Candlelight Lane, Houston, TX 77018

Meeting called to order at 7pm with 32 residents in attendance

Pledge of Allegiance was recited.

Quorum for the meeting was 10

Roll Call: John Stout, President - Present
Elizabeth Villarreal, 1st Vice President – Present
Christine Milliner, 2nd Vice President – Present
Jeff Homes, Treasurer – Present
Linda Kelly, Secretary – Present
Linda Werner, Parliamentarian – Present
Eric Fontenot, Sargent-at-Arms – Present
Martha Mears, Director of Neighborhood Patrol - present
Director of Public Relations - Vacant
Jennifer Johnson, Director of Community Relations – Present
Matt Mitchell, Immediate Past President – Absent

Introduction of all Board Members: Each Board Member introduced themselves and gave a brief description of their role.

Meeting Minutes Review: Mr. Stout presented the minutes from our January meeting. Motion to accept as written put forward by Ms. Mears. Seconded by Ken Mears. All in favor.

SEAL incident report for January 2019: Officer Reese reviewed the Incident Report for January and gave the regular reminders about filling out the Vacation Watch form (dues paying members only) and adding SEAL as a secondary contact on alarm systems. Regardless of our contracted hours the SEAL hotline number is live for 24/7. If an incident takes place outside our contracted hours, it may take SEAL longer to arrive at the address in question but they will respond. SEAL also undertakes welfare checks such as for the elderly, or children unexpectedly coming home early from school. In response to a question about what they can do about loose dogs, they will respond but it is his or miss whether their calls to Animal Control get someone to come out and catch the animal.

Jason Holoubek, Director of Rental Housing and Economic Development and

Aaron Campbell, Multifamily Project Manager

Avenue Community Development Corporation

Mr. Holoubek introduced Avenue CDC as a company which builds affordable homes and strengthens community. They have currently entered into an option with Doyle's Restaurant, on the corner of 34th and Alba, with the intention of converting the land into a 5-story, 68-unit, apartment complex. Mr. Holoubek distributed leaflets about the company and answered questions from the floor.

Flipcause: Mr. Holmes introduced residents to Flipcause, a website for non-profits which has the capability of financial reporting, event planning, sponsorship packages and regular banking. It also offers unlimited transactions, unlimited administrators and a dedicated success team from the company. The current OFHA website is out of date and Flipcause can replace all the four systems we are using now with an ease of use we do not currently have, as well as offering bank-level security. Estimates indicate that our current systems annually cost us \$4818 + Paypal Fees. By comparison Flipcause would cost approximately \$2543. As more people sign up, we would save even more money. Mr. Holmes put forward a motion to implement Flipcause in place of our current systems. Seconded by Mr. Kirk Oncken. All in favor.

Committee Reports:

Beautification (Ms. Werner): Looking for volunteers for the Beautification Committee. Goal for this year is to improve all entrances and signage into Oak Forest.

Deed Restrictions (Ms. Villarreal): Has been on a steep learning curve as to what are the responsibilities of the Architectural Review committee and the Deed Restriction committee. Has now formed a committee and they are responding to enquiries in a timely manner.

Financials (Mr. Holmes): A financial statement for the month of January was circulated and explained. Volunteers (especially CPAs) are needed for an Audit Committee being formed by Ms. Villarreal. Mr. Holmes put forward a motion to pay the January SEAL invoice. Seconded by Mr. Fontenot. All in favor.

Second VP (Ms. Milliner): Still not filled the Director of Public Relations spot on the Board. Please contact Ms. Milliner if interested.

Director of Neighborhood Patrol (Ms. Mears): We will have 24/7 SEAL patrols through February. Ms. Mears and some of the Board will be at Resource One on 43rd and Oak Forest this coming Saturday, 16th February to distribute the 2019 SEAL stickers.

Director of Community Relations (Ms. Johnson): Currently working on Movies in the Park which will be held March 9th at Candlelight Park. Movie still to be determined. Details will be posted on the OFHA website and the Facebook page.

There being no further business the meeting adjourned at 8.15pm.