

**Oak Forest Homeowners Association Inc.**  
**General Meeting**  
**May 11, 2020.**

**Location: Remote Meeting by Zoom**

- I. The meeting was called to Order at 7:03 p.m. with 13 people in remote attendance.
- II. Roll Call:

Elizabeth Villarreal, President – Absent	Parliamentarian – Vacancy
Jessi Munsey, 1 <sup>st</sup> Vice President – Present	Sergeant-at-arms – Vacancy
Christine Milliner, 2 <sup>nd</sup> Vice President – Present	Martha Mears, Director of Neighborhood Patrol – Present
Neela Patel, Treasurer - Present	Thais Diefenbaker, Director of Public Relations – Present
Morgan King, Secretary – Present	Vanessa Ortega, Director of Community Relations – Absent
- III. Review and Acceptance of Minutes from Meeting held on April 13, 2020.
  - A Motion was made by Christine Milliner and seconded by Martha Mears. A vote was taken and the minutes were approved.
- IV. SEAL Update: Officer Montgomery
  - Discussion of April 2020 Incident Summary - there were 68 calls made into SEAL in April. There was an increase in vehicle theft from lawn crews of equipment and increase in package theft.
- V. Standing Committee Reports
  - Nominating Committee – Christine Milliner
    - Discussion of new Sergeant at Arms candidate, Geoff McKeel.
    - Review of other open positions on the Board.
  - Public Relations - Thais Diefenbaker
    - A new neighborhood email blast to go out this week. We are also working on an updated calendar of events.
  - Community Relations – No Report
  - Deed Restrictions – Jessi Munsey
    - The Committee reviewed 9 building plans in April and 8 were approved.
  - Neighborhood Patrol – Martha Mears
    - We will continue to try to raise money to extend SEAL hours to 24/7. We are approximately \$40,000 short of the funds needed to increase hours of patrol.
  - Financials – Neela Patel
    - Review of current accounts - We had 8 new residents join the HOA in the month of April.
    - We have no update from the IRS regarding the non-profit status of the organization.
- VI. New Business
  - Vote to approve SEAL April Invoice of \$11,520. A motion was made to approve by Christine Milliner and seconded by Morgan King. A vote was taken and the expense was approved.
  - Vote to approve maximum annual storage unit cost of \$935 – this will be the maximum costs and we will continue to look for cheaper options. The storage unit holds various items belonging to the Board for community and fundraising events. A motion was made to approve by Martha Mears and seconded by Neela Patel. A vote was taken and the expense was approved.
  - Introduction of Geoff McKeel, candidate for Sergeant at Arms. A motion was made to approve by Martha Mears and seconded by Neela Patel. A vote was taken and Geoff McKeel was elected.
  - Call for any questions from meeting attendees. There were no questions. Questions or requests to speak at future remote meetings can be emailed to the Board before the meeting to ensure time is set aside on the agenda and any member questions/concerns addressed.
- VII. The meeting was adjourned at 7:25 p.m.