

Oak Forest Homeowners Association Inc.

General Meeting

Date: April 9th, 2018

Time: 7.00 p.m.

Place: Candlelight Community Center

Candlelight Lane, Houston, TX 77018

- i. Meeting called to order with 15 residents in attendance at 7.00pm

Pledge of Allegiance was recited.

Quorum for the meeting was 10

Roll Call: Matt Mitchell, President - Present

Christine Milliner, 1st Vice President – Present

Michael Thomas, 2nd Vice President – Absent

Treasurer – Rufus Estis - Present

Linda Kelly, Secretary – Present

Linda Werner, Parliamentarian – Present

Joshua Sanders, Sargent-at-Arms – Present

Martha Mears, Past President & Director of Neighborhood Patrol-present

Jennifer Massey, Director of Public Relations – Present

Lane Lewis, Director of Community Relations – Present

- I. **Meeting Minutes Review:** Mr. Mitchell presented the minutes for the General Meeting held on March 12th, 2018. Mr. Lewis put forward a motion to accept them as written. Seconded by Mr. Wagenhauser.
- II. **SEAL Incident Report:** Officer Reese reviewed the Incident Summary for March 2018. Question about what kind of situations would be recorded under the Assault heading. Reminder that residents can call and tell SEAL that they are expecting a package to be delivered and SEAL will keep an eye open for it and move it if necessary so it is less conspicuous from the street. Emphasized the need to have items stored in a less visible place before pulling into a parking space. Criminals watch parking lots to see who puts items in the trunk/under seats before leaving their car.

III. President's Report & Action Items.

1. Grant request received from Katherine Smith Elementary School for \$250 for an event being held at the school on April 15th for scholars who have shown an improvement and use of their strategies. Motion to approve request submitted by Mr. Mears. Seconded by Mr. Lewis. Unanimous vote to approve.
2. The new Board is now settling in to its role after a steep learning curve. There is a need for volunteers to work on committees and/or events and Mr. Mitchell encouraged the community to step forward.

IV. Committee Reports

1. **Public Relations (Ms. Massey)**. Planning is moving ahead for the Tour de Oak Forest event to be held on 19th May. This year it will begin and end from Hope Episcopal Church. Ms. Massey is redesigning the website which will go live on or before April 30th. Movies in the Park will be held on June 2nd at Candlelight Park.
2. **Neighborhood Patrol (Mrs. Mears)**. Currently have SEAL and HPD working cases in the neighborhood. Captain Dan Harris from North Division has been a tremendous source of support to OFHA and encourages residents to contact them about any issues of concern.
3. **Deed Restrictions (Ms. Milliner)**. Talked previously about getting volunteers for retyping deed restrictions. Also need volunteers to serve on the Architectural Committee.
4. **Community Relations (Mr. Lewis)**. Contacted multiple business in the area regarding sponsorship. Oak Forest Veterinary Hospital will be a \$5000 sponsor. Blast Can are a \$500 sponsor for Movies in the Park. Aladdin restaurant is interested in sponsoring, as are Memorial Hermann and Coldwell Banker though have not yet committed. Reached out to Tacos A GoGo but no response as yet.
5. **Treasurer's Report (Mr. Estis)**. A brief summary of financials was distributed and the usual report will be available for next month's meeting. Have now found a young man who will help out with bookkeeping work at a rate of \$20 per hour. Will likely start in April. Assurances that this person has no access to bank accounts. Requested approval to pay SEAL for the month, U-Haul storage for one year, and AT&T prepaid 'phone for 12 months. Motion to defray expenses put forward by Ms. Shiloh. Seconded by Mr. Mears. Unanimous vote to approve.

V. **New Business**. No issues raised.

VI. **Q&A**. Question regarding deed restriction violations in Section 1 and Section 3. Ms. Milliner has already dealt with the situation through the City of Houston.

There being no further business the meeting adjourned at 7.27pm

