

**WHITE OAK LANDING, Section III C.A.I.
BOARD OF DIRECTORS MEETING MINUTES
May 25, 2017**

A meeting of the Board of Directors of White Oak Landing was held on Thursday, May, 25, 2017 at 6:30pm located at White Oak Landing Park Pavilion on Tryon Dr. Houston, TX 77065

CALL TO ORDER:

A quorum was established and the Presiding Board President Ken Easterling called the meeting to order at 6:37.p.m.

PRESENT

Ken Easterling
Garrett Long
David Stouffer
Jon Alksne
Fritz Lang

Severn Trent Management Services was represented by the Managing Agent Melissa Klak

GUEST

N/A

HOMEOWNER OPEN FORUM – N/A

APPROVAL OF MINUTES

Board of Directors Meeting held on April 27, 2017 were reviewed and approved

TREASURER'S REPORT

Reviewed Financial Report for April 30, 2017

OLD BUSINESS

- a) Board ratified the following expenses:
 - i. Cody's Tree Service – Trim Trees inside pool \$541.25
 - ii. Silversands – Replace dead plants around pool with hibiscus/fern combo
- b) Mrs. Klak provided the following updates:
 - a. Park fence construction – On hold, As Cresco Concrete abruptly informed management they were going out of business due to a loss of recent litigation. The Board unanimously approved filing suit against the contractor, for failure to return association funds in the amount of \$12,060.80 (50% deposit)
 - b. Parking lot stripping – Scheduled for the week on May 5th
 - c. Umbrella for baby pool - reviewed the following quotes from McKenna Construction and All Shade. Board requested management obtain an additional quote for a square umbrella that this slightly larger than 12x12.

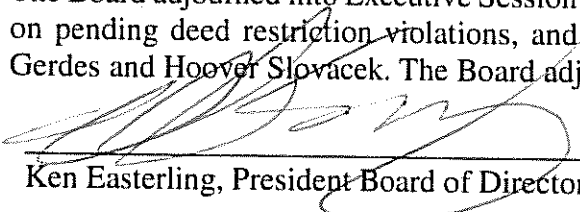
- i. McKenna Construction - \$4,163
- ii. All Shade
 - 1. Four Post Pyramid Structure 12x12 \$5,695
 - 2. Single Post Cantilever Structure 12x12 \$7,250
- d. Monument Replacement – Board reviewed two (2) options from McKenna Construction for replacement options in the amount of \$11,500 for the same size as existing, but material would be of natural stone. Mrs. Klak requested an additional time to gather other options from different contractors, as this was a large expenditure for the association.
- e. Marquee Replacement – Board review a quote from McKenna Construction in the amount of \$3,125 for the replacement of the marquee to be the same as existing. Mrs. Klak requested an additional time to gather other options from different contractors, to match the new marquee materials. Additionally, a meeting was scheduled for June 1, 2017 for Brick Restoration to inspect and provide a proposal.

NEW BUSINESS

- a) The Board reviewed proposal in the amount of \$1,800 provided by Elaine Combs, CPA for the 2016 Audit. The Board discussed this matter in length. The Board was also informed that the Board has a fiduciary responsibility to the homeowners of the association that they are acting in the most professional way to manage the association funds. The audit is not only certified information for the homeowners that their monies are being handled correctly but also an added protection to the board that they are doing their job correctly. If in the future, they needed to obtain financing, outside lenders will most likely require that they have audited financials. Board unanimously agreed to approve.
- b) Board reviewed and approved proposal from Silversands in the amount of \$108, to replace the dead/thin shrubs at the main entrance island.
- c) Camera Installation – Board review proposal provided by 24 Hour Networks in the amount of \$13,374.74 for installation (2) license plate camera at entry/exit to the community along with (2) cameras at pavilion and (2) cameras at pool. Mrs. Klak informed the Board that she had an appointment with Protection One on May 26, 2017 for a quote. Tabled decision.
- d) Management Storage Fee Increase from \$225 to \$255, as STMS received 2 additional boxes from AMI. Board approved increase.
- e) Board reviewed provided compliance report for the month of May 2017
- f) Board reviewed May ARC Report

It was announced that the next Board of Directors meeting would be held on Thursday, June 22, 2017 at 6:30 p.m. to be held at the Park Pavilion.

The Board adjourned into Executive Session at 7:34pm to discuss delinquencies, provide direction on pending deed restriction violations, and review the legal update supplied by Sears Bennett Gerdes and Hoover Slovacek. The Board adjourned meeting at 7:56pm



Ken Easterling, President Board of Directors

6/29/17

Date