

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Wednesday, October 18, 2017

Pursuant to Section Six, 6.2, of the By-Laws of Westbrook Lakes Homeowners Association, Inc., the Board of Directors' meeting was duly called and held on the above date at SCS Management Services, located at 7170 Cherry Park Drive, Houston, TX 77095. The meeting was called to order at 6:45 pm with quorum established.

Present: Rachel Leclair, President (via phone)
John Lella, Vice-President
Jill Penn, Secretary
Vince Castro, Treasurer

Managing Agent: Tammi Norris, SCS Management Services, Inc.

EXECUTIVE MEETING SUMMARY (6:38 – 7:00 PM)

Call to Order: Director Leclair called the meeting to order at 6:38 pm and announced she is on medical leave until further notice. Morley Lee addressed the board with his desire to fill the vacant Directors position. Director Castro motioned to approve the election. Director Lella seconded the motion. All were in favor.

Board Referral: The Board Referral list for deed restriction enforcement was reviewed. Discussion to monitor one property and recycle one property. Director Penn motioned to approve. Director Castro seconded the motion. Motion passed with no opposition.

Collections: The Collections Report was reviewed with one file paid in full and closed.

The Board adjourned the executive meeting and reconvened into general session at 7:00 PM.

MINUTES: The minutes of July 2017 were reviewed. Director Lella motioned to approve the Minutes with corrections. The motion was seconded by Director Castro, motion passed with no opposition.

HOMEOWNER/GUEST:

None

COMMITTEE REPORTS:

Neighborhood Events: National Night Out was successful. There is no Christmas Event.

Pool: Director Lella will request pool check in list for 2017 useage and chlorine tube sticks in early spring.

Lake: Nothing new to report.

Landscape: Director Penn discussed flowers at the entrance and pool side, Christmas decoration bids and mowing field easement.

NEW BUSINESS:
No New Business

Playground Proposals: The Board will revisit the playground proposals when bids on walking trail are received.

UNFINISHED BUSINESS: None

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:45 PM.

The next meeting is scheduled for Monday, November 20, 2017.

ATTEST *Jill Penn*

DATE 11/20/17