

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Thursday, June 15, 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 6:38 pm with quorum established.

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

Managing Agent: Sarah Wydrinski, SCS Management Services, Inc.

HOMEOWNER/GUEST:

None

EXECUTIVE MEETING SUMMARY (6:38 – 6:51)

Board Referral: The Board Referral list for deed restriction enforcement was reviewed and updated.

The Board adjourned the executive meeting and reconvened into general session at 6:51 PM.

MINUTES: The minutes of May 2017 were reviewed. Director Castro motioned and Director Lella seconded. Minutes were approved as presented.

MANAGEMENT REPORT:

Financials: Miss Wydrinski presented the May 31, 2017 financial reports. Noting the year-to-date collection rate of 97%, year-to-date total income at 100% of the total budgeted amount, and total expenses to-date at 51%.

CAMI and ACTION LIST: CAMI – The report was reviewed. The Action List was reviewed and updated.

COMMITTEE REPORTS:

Neighborhood Events: Director Leclair reported that the next event scheduled is the community garage sale on June 24th.

Pool: Director Lella reported that he and Director Leclair will be meeting with the pool vendor to go over the completion of the inspection proposal.

Lake: Director Castro reported that he has been meeting with the lake vendor to discuss methods on keeping the recirculation pump clear from silt. There are buoys in the lower lake as a temporary fix until a long term method is found.

Landscape: Director Penn reported that she had no issues with the landscaping. Director Castro requested that she ask the landscapers to trim down the hedges in front of the entrance monument to show the different levels of the landscaping.

NEW BUSINESS:

Lake Sign Bid: The Board requested SCS to get clarification on the bid regarding repainting the signs.

Vinyl Fence and Columns Bid: The Board requested SCS to ask for a re-bid.

UNFINISHED BUSINESS: None

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:30 PM.

The next meeting is the scheduled for Tuesday, July 18, 2017.

ATTEST *Jill Penn*

DATE 7/18/17