

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Wednesday, January 15, 2020

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.

Present: John Lella, President
 Kyle Rouch, Vice President
 Adriana Usubillaga, Treasurer
 Rachel Leclair, Director

Absent: Jill Penn, Secretary
 Morley Lee, Director

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

CALL TO ORDER: Meeting was called to order at 6:30 pm.

GUESTS TO ADDRESS THE BOARD: There were no guests.

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed. Director Usubillaga made a motion for three accounts to be cleared, four accounts on Board Hold until spring, one account to Attorney Demand and one account to NNC. Director Leclair seconded the motion and all were in favor.

COLLECTIOINS: The Attorney Status Report was reviewed and discussion of Split Cypress account at attorney lawsuit pending counter offer made by the Board. Ms. Norris will request Holt & Young to assertively try to contact owners.

The Board adjourned the executive meeting and reconvened into general session at 7:01 PM.

MINUTES: The minutes of November 2019 meeting were reviewed. Director Leclair made a motion to approve the Minutes as presented. Director Usubillaga seconded the motion. All were in favor.

HOMEOWNER/GUEST:

None

ACTION TAKEN OUTSIDE OF MEETING:

None

COMMITTEE REPORTS:

Neighborhood Events: December movie event did not take place and no spring events have been planned. Christmas decorating awards was enjoyed and appreciated.

Pool: Pool is in good operating order. Swim Houston will be invited to attend the February meeting to discuss 2020 pool management and contract with the Board. Shower head and hose spigot are leaking. MCS will be removed from the WBL vendor list and Director Reynolds will try to fix them before calling other contractors.

Rouch

Lake: Solitude Lake Management is treating the vegetation in the lake to decompose. A copy of their contract will be sent to Director Reynolds. Ms. Norris will contact Shane Stuckey again to see if there is an update on Lake Project dredging and erosion control/repair completion.

Landscape: Southside irrigation sprinkler were damaged in Lake Project and Chimney Hill MUD will make the repairs.

MANAGEMENT REPORT: The Management Report was presented reviewing the Accounting Summary and Collections Schedule. A brief discussion followed.

FINANCIAL REPORTS: The Balance Sheet, Income Statement and YTD Actual vs. Budget reports were reviewed.

UNFINISHED BUSINESS:

Swim Houston Pool Management contract will be discussed at the February 2020 meeting.

NEW BUSINESS:

Boy Scouts of America flag display program was presented by Director Reynolds. Discussion followed on number of flags, location and holiday's flags are displayed. He will get details on policy related to stolen flags and Board can vote by email. The 2020 Annual Meeting date will be Tuesday, March 31, 2020 7:00 p.m. at Owens Elementary.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:25 PM.

ATTEST Jess Tenn

DATE 2/19/2020