

**WESTBROOK LAKES HOMEOWNERS ASSOCIATION**

**Board of Directors Monthly Meeting**

Wednesday, January 24, 2018

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  
John Lella, Vice-President  
Jill Penn, Secretary  
Vince Castro, Treasurer  
Morley Lee, Director

Managing Agent: Tammi Norris and Margie Naranjo, SCS Management Services, Inc.

**EXECUTIVE MEETING SUMMARY (6:40 – 7:30 PM)**

**Call to Order:** Meeting was called to order at 6:40 pm.

**Board Referral:** The Board Referral list for deed restriction enforcement was reviewed. Discussion followed addressing ACC Guidelines related to placement of basketball goals. Motioned was made to approve. The motion was seconded and all were in favor.

**Collections:** The Collections Report was reviewed.

The Board adjourned the executive meeting and reconvened into general session at 7:30 PM.

**MINUTES:** The minutes of November 20, 2017 meeting were reviewed. Motioned made to approve the Minutes without correction. The motion was seconded, all were in favor.

**HOMEOWNER/GUEST:**

None

**COMMITTEE REPORTS:**

**Neighborhood Events:** Discussion of pool opening and Easter event will be held the weekend before Easter with rain date Easter weekend.

**Pool:** 2018 pool hours and contract renewal in March was discussed.

**Lake:** Lake Pump is not working however dead fish is due to the freeze. MUD owns lake and is responsible for hydraulics and sediment/dredging. Board is to meet with MUD annually in June for a walk through. Letter will be sent to MUD requesting meeting to discuss drainage.

**Landscape:** HOA owns set back at easement and will maintain. Gruene to send credit of \$3000.00 for 2017 services. Bids for maintenance will be sent to Embark, Monarch and Yellowstone.

**NEW BUSINESS:**

**Men's pool restroom:** Freeze cause pipe to burst. MCS will bid repairs and an insurance adjust will be scheduled to inspect and file a claim.

**McKenna Engagement Letter:** Letter is for a review and tax filing which was also done in 2016 and 2017. 2018 will need a full audit and tax filing.

**UNFINISHED BUSINESS:**

**Playground:** Three final bids will be brought to the February meeting.

**Permission to build cell tower:** Decision was made not to allow at this time Zayo Group's request to build a cell tower at Jackrabbit and Westbrook Lakes Blvd.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 8:50 PM.

The next meeting is scheduled for Monday, February 19, 2018 will be moved to Wednesday, February 28, 2018.

ATTEST                     *Jill Penn*                    

DATE                     4/18/18