

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Wednesday, February 20, 2019

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, Vice-President
Jill Penn, Secretary
Vince Castro, Treasurer

Absent: Rachel Leclair, President
Morley Lee, Director

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

Call to Order: Meeting was called to order at 6:37 pm.

Board Referral: The Board Referral list for deed restriction enforcement was reviewed. Director Castro motioned to put six violations on Board Hold until Spring and one will be NNC'd. Director Penn seconded the motion and all were in favor.

Collections: The Attorney Status Report was reviewed and discussion of Split Cypress account at attorney lawsuit.

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

MINUTES: The minutes of January 22, 2019 meeting were reviewed. Director Penn made a motion to approve the Minutes as corrected. Director Castro seconded the motion. All were in favor.

HOMEOWNER/GUEST:

None

ACTION TAKEN OUTSIDE OF MEETING:

None

COMMITTEE REPORTS:

Neighborhood Events: No report presented.

Pool: Pool patron log and hours of activity in 2018 was discussed and 2019 pool registration was approved with no change to pool hours. Silicone wristbands will be ordered.

Lake: 2018 Lake Inspection Report has not been received and 2019 Lake Inspection needs to be scheduled for June. Contact Solitued Lake Management to check pump recirculating properly.

Landscape: Snap dragons will perk up in spring and beds look good. Black mulch at entrance on right and left will be installed and Gruene will contact Director Penn on option to keep it from washing away.

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

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

NEW BUSINESS:

CPA Engagement Letter was approved for review of 2018 financial reports and tax filing. Mosquito fogging contract was approved. 2019 Pool registration was approved. 2019 Annual Meeting was discussed.

UNFINISHED BUSINESS:

Lake Agreement Amendment was approved.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:05 PM.

ATTEST Joe Penn

DATE 4/30/19