

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Wednesday, February 19, 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
Jill Penn, Secretary
Adriana Usubillaga, Treasurer
Rachel Leclair, Director
Morley Lee, Director

Absent: Kyle Rouch, Vice President

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

CALL TO ORDER: Meeting was called to order at 6:32 pm.

GUESTS TO ADDRESS THE BOARD: Matt and Trey with Swim Houston addressed the Board with their proposal for 2020 pool management contract. They discussed their operations, training and accountability. They will provide onsite guard training with Board present, one guard age 18 or older at all times and a weekly cleaning/chemical levels and repairs needed report. Tom ~~Wolf~~ ^{WOLTZ} and representatives of Chimney Hill I, II, III and Chimney Hill MUD Board addressed the Board with their proposal to build a community center. They have been issued a \$300,000.00 bond are asking for a \$50,000.00 contribution to be on a preferred user room rental plan. Start date, design, operations and administrations are still in the planning phases. Total cost of project is expected to be about 1,000,000.00.

^{\$1,000,000.00}

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed. Director Leclair made a motion for three accounts to be recycled to Attorney Demand. Director Usubillaga 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. Holt & Young reported no communication with owner despite numerous phone calls and letters. Director Leclair made a motion to send to attorney lawsuit. Director Usubillaga seconded the motion and all were in favor.

The Board adjourned the executive meeting and reconvened into general session at 7:36 PM.

MINUTES: The minutes of January 2020 meeting were reviewed. Director Leclair made a motion to approve the Minutes with corrections. Director Usubillaga seconded the motion. All were in favor.

HOMEOWNER/GUEST:

None

ACTION TAKEN OUTSIDE OF MEETING:

None

COMMITTEE REPORTS:

Neighborhood Events: Easter egg hunt is the next event scheduled for Saturday, April ~~12~~ ¹¹, 2020 at 10:00 a.m.

Pool: Wet spots noticed at pool near bulletin board side. Check for possible sprinkler head or irrigation leak.

Lake: Solitude Lake Management has been treating the vegetation in the lake to decompose. No results noticed ask them to remove the vegetation.

Landscape: Yard of the Month resumes in ^{April} ~~March~~ 2020. Schedule planting of spring colors and mulching.

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:

There was no unfinished business.

NEW BUSINESS:

2020 pool season notice will be discussed at the March meeting. 2020 Mosquito fogging contract and CPA Audit and 2019 Tax filing was approved. 2020 Annual Meeting will be discussed at the March meeting

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:37 PM.

ATTEST Board approval
per March 2020
Meeting Minutes
J. Davis

DATE 3/19/20