

**WESTBROOK LAKES HOMEOWNERS ASSOCIATION**  
**Board of Directors Monthly Meeting**  
Wednesday, May 20, 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 via teleconference.

Present:                 John Lella, President  
                              Kyle Rouch, Vice President  
                              Jill Penn, Secretary  
                              Adriana Usubillaga, Treasurer  
                              Morley Lee, Director

Absent:

Managing Agent:     Tammi Norris and Wendy Golden SCS Management Services, Inc.

**CALL TO ORDER:** Meeting was called to order at 6:38 pm.

**GUESTS TO ADDRESS THE BOARD:** There were no guests to address the Board.

**BOARD REFERRAL:** The Board Referral list for deed restriction enforcement was reviewed with two properties moving to NNC and one property being recycled.

**COLLECTIOINS:** The Attorney Status Report was reviewed and discussion of Split Cypress account at attorney accepted counter offer made by the Board. Holt & Young is communicating with owner and no other action is needed at this time.

The Board adjourned the executive meeting and reconvened into general session at 7:21 PM.

**MINUTES:** The minutes of March 2020 meeting were reviewed. Director Penn made a motion to approve the Minutes with corrections. Director Lee seconded the motion. All were in favor.

**HOMEOWNER/GUEST:**  
None

**ACTION TAKEN OUTSIDE OF MEETING:**  
Appreciation gift for former Board Member Rachel Leclair; Power washing bid awarded to Cypress Pro Wash.

**COMMITTEE REPORTS:**  
*Neighborhood Events:* Events have been cancelled due to covid.

**Pool:** Pool pump repair completed and invoice will be revised to removes tax charged. Weekly pool reporting form is complete and reporting will begin soon. Pool opening June 16, 2020 was discussed and will be monitored between now and then for any changes needed to maintain maximum capacity and follow CDC guidelines.

**Lake:** Upper pond has water again and it's flowing over the rocks to the retention area. Lake pump has a temporary fix but more work is needed. Well pump quotes are coming soon. Well water line and irrigation line are operating but well water may not serve a purpose with current set up. Chimney Hill

MUD owns the lake and should be responsible for maintaining the well and its permits, water usage and filling up the lake.

**Landscape:** Seasonal colors and mulch are installed. All looks good and establishing nicely. Yard of the Month has resumed and was awarded in May.

**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:**

Pool opening was discussed in Committee Reports.

**NEW BUSINESS:**

No New Business was discussed.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 8:35 PM.

ATTEST Board approval  
per June Meeting  
Minutes  
J. Jones

DATE 6/17/20