

**WESTBROOK LAKES HOMEOWNERS ASSOCIATION**  
**Board of Directors Monthly Meeting**  
Wednesday, June 20, 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.

Present: Rachel Leclair, President  
John Lella, Vice-President  
Jill Penn, Secretary  
Vince Castro, Treasurer  
~~Morley Lee, Director~~

Absent: *Morley Lee, Director*

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

**EXECUTIVE MEETING SUMMARY (6:35 - 7:07 PM)**

**Call to Order:** Meeting was called to order at 6:35 pm.

**Board Referral:** The Board Referral list for deed restriction enforcement was reviewed. Discussion followed.

**Collections:** The Attorney Status Report was reviewed with no action needed at this time.

The Board adjourned the executive meeting and reconvened into general session at 7:08 PM.

**MINUTES:** The minutes of May 23, 2018 meeting were reviewed. Motioned made to approve the Minutes as written. The motion was seconded, all were in favor.

**HOMEOWNER/GUEST:**

None

**ACTION TAKEN OUTSIDE OF MEETING:**

None

**COMMITTEE REPORTS:**

**Neighborhood Events:** July 21<sup>st</sup> Hawaiian Luau 5-8pm at the pool.

**Pool:** Repair needed for underwater lights outage. Director Lella will get outdoor fan options. Board will remove damaged picnic tables. Discussion of chemical reports and level numbers not matching. Board will get details from Hunter at American Pool.

**Lake:** Meeting with MUD for lake inspection is scheduled for June 25, 2018. Vince met with Jason from Gruene to walk community. Set has been mowed. Yard of the Month awarded to home on Swan Hollow.

**Landscape:** Flowers installed at entrance. Yard of the Month begins May 1, 2018 Check irrigation timing and zoning.

**NEW BUSINESS:**

No new business was discussed.

**UNFINISHED BUSINESS:**

**2018 Landscape Contract:** Revision needed on contract and mow map.

**INSURANCE SOV:** Board will review policae before signing.

**SCS Mgt Contract Renewal:** Further Board Review needed.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 8:30 PM.

The next meeting is scheduled for Wednesday, August 15, 2018.

ATTEST

Jill Penn

DATE

7/18/18