

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Wednesday, June 17, 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
 Morley Lee, Director

Absent: Adriana Usubillaga, Treasurer

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

CALL TO ORDER: Meeting was called to order at 6:31 pm. With Guest in attendance the Board voted to adjourn and move Executive Session at 6:32 and call to order General Session at 6:33.

GUESTS TO ADDRESS THE BOARD: Denise Crandon inquired when pool parking lot handicap spots would be installed, will there be neighborhood events and when will the annual meeting be rescheduled. The Board reported two handicap parking spots have been approved and installation is scheduled in the next two weeks. Most neighborhood events are on hold due to social distancing until further notice. The summer garage sale will be held Saturday, June 17, 2020. The 2020 Annual Meeting will be rescheduled when we can safely host large gathering again. After addressing the Board Ms. Crandon left the meeting and the Board adjourned to Executive Session at 6:40.

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed with no board action needed at this time.

COLLECTIOINS: The Attorney Status Report was reviewed and discussion of Split Cypress account at the attorney's office was reviewed. Holt & Young is communicating with owner for second half of down payment that was due in May. \$1,700.00 was due and \$605.00 was paid.

The Board adjourned the executive meeting and reconvened into general session at 6:45 PM.

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

ACTION TAKEN OUTSIDE OF MEETING:

There was no action taken outside of the meeting.

COMMITTEE REPORTS:

Neighborhood Events: Garage sale is Saturday, June 27, 2020. All other events are on hold due to covid.

Pool: Pool opened June 16, 2020 and pool patronage is low. Pool lights are working properly. Pool water looks good. Report of trespassing and pool chair pulled to side of fence to enter pool. Consider locking up furniture at night and discuss installing security cameras or motion sensor lights.

Lake: New irrigation piping is being bid. Chimney Hill MUD will provide a map with layout of piping and share the winning bid with the Board before work begins. Two irrigation well pumps are working but it is a temporary fix and they will need to be replaced. Director Rouch is getting bids.

Landscape: All looks good and establishing nicely. Yard of the Month June was awarded to home on Brannon Field.

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:

Rouch & Usuticelaga
Director Penn met Former Board Member Rachel Leclair at the pool to give her the thank you for your service to the community gifts. Ms. Leclair was very appreciative and loved them.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 7:30 PM.

ATTEST

Board approval
per July Meeting
Minutes
Jabris

DATE

7/15/20