

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Wednesday, October 30, 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: 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.

EXECUTIVE MEETING SUMMARY (6:40 - 6:50 PM)

Call to Order: Meeting was called to order at 6:40 pm.

Board Referral: The Board Referral list for deed restriction enforcement was reviewed. Director Castro motioned to recycle violations for all three properties on the report. Director Penn seconded the motion and all were in favor. Deed Restrictions Violations Report was reviewed and discussed briefly.

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 6:51PM.

MINUTES: The minutes of August 22, 2018 meeting were reviewed. Director Castro made a motion to approve the Minutes with correction. Director Penn seconded the motion. All were in favor.

HOMEOWNER/GUEST:

None

ACTION TAKEN OUTSIDE OF MEETING:

None

COMMITTEE REPORTS:

Neighborhood Events: National Night Out was successful. Food was enjoyed by all and teenage church group expressed appreciation for being allowed to participate. Schedule Christmas light installation bid and install date immediately following Thanksgiving to monitor lighting and electrical. Garage sale is November 10, 2018.

Pool: Concerns with trespassers jumping the fence and some minor damage to pool netting. Confirm winterizing of the pool is scheduled and includes the bath house.

Lake: Nutria trapping bid was reviewed and discussed reducing it from ten to five traps and number of trips to seven or eight. Main burrow is in one spot upstream by the bridge. Lake pump is working and Director Castro will check timers.

Landscape: Dead shrubs at entrance monument have been removed. Plants and mulch installed and looking good. Christmas Yard Decorating Contest is coming up soon.

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:

2019 Annual Assessments were discussed and there will be no increase. 2019 Budget Worksheet will be reviewed for presentation at the November meeting.

UNFINISHED BUSINESS:

CPA Audit Letter corrected to included the HOA has completed a Reserve Study was reviewed and signed.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 7:55 PM.

ATTEST



DATE


