

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Monday, July 21, 2014

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. The meeting was called to order at 6:35 pm with quorum established.

Present: Duane Stewart, President
Bruce Payne, Secretary
Rachel Leclair, Director-at-large

Absent: Vince Castro, Treasurer
Robert Markley, Vice-President

Managing Agent(s): Margie Naranjo, SCS Management Services, Inc.

ACTION TAKEN OUTSIDE MEETING: NONE

MINUTES

The minutes of the regular monthly Board of Directors meeting held on June 16, 2014 were reviewed and approved after motion from Director Leclair, second from Director Payne. Motion passed with all in favor.

REPORTS:

Landscaping Report: Director LeClair informed the Board that the Mulch Day was a success. Lots of volunteers showed up to help.

Lake Report: Director Stewart worked with MCS to give a proposal to repair the pump house.

Neighborhood Events: Director LeClair requested that the community garage sale be held in October; along with Hearthstone's.

Yard of the Month: The Board will send the chairperson's contact information for yard of the month.

MANAGEMENT REPORT

Financials: Mrs. Naranjo presented June's financial report: she noted a collection rate of 101% year-to-date, and expenses incurred are 50% of the year-to-date budget.

CAMI and Action List: The CAMI and Action List was reviewed and updated.

NEW BUSINESS:

Pump House Proposal- Managing Agent presented the pump house proposal from MCS. After some discussion Director Stewart motioned to table the proposal pending further discussion with MCS. Director LeClair seconded the motion. Motion passed with all present board members in favor.

OLD BUSINESS: No old business.

EXECUTIVE MEETING SUMMARY

Homeowner Correspondence/Hearing: A resident addressed the Board with regards to the violations he received and the fees associated with the violations. The Board listened and asked questions of the resident. After some discussion, the Board thanked the resident for his attendance. The board stated they would notify him via mail with their decision. They uniamoulsy approved to waive half the fees from the resident's account. SCS to notify the resident.

Legal Status: The Legal Status report was reviewed.

Board Referral: The Board Referral list for Deed Restriction enforcement was reviewed and updated.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:15pm.

ATTEST Brian A Payne

DATE 8/25/14