

# **WESTBROOK LAKES HOMEOWNERS ASSOCIATION**

## **Board of Directors Meeting**

Monday, June 16, 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 6:34 pm with quorum established.

**Present:** Duane Stewart, President  
Robert Markley, Vice-President  
Vince Castro, Treasurer  
Bruce Payne, Secretary  
Rachel Leclair, Director at-large

**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 May 19, 2014 were reviewed and approved after motion from Director Castro and second by Director Leclair. Motion passed with all in favor.

### **REPORTS:**

**CAMI:** The CAMI report was reviewed and updated.

**Pool Report:** Director LeClair informed the Board that the pool company is, overall, doing a good job.

**Landscaping Report:** The Board discussed the Kiddie Kusion that needs to be installed around the playground. Director LeClair motioned to have the mulch delivered and have volunteer residents install it. After further discussion, Director Markley seconded the motion. Motion passed with all in favor. The mulch day shall be determined via e-mail discussion and posted on the website.

**Lake Report:** Director Stewart will work with MCS to repair the pump house.

**Neighborhood Events:** Director LeClair discussed the upcoming neighborhood event on July 5<sup>th</sup>. She will have signs made and posting on the Website.

**Yard of the Month:** Director Castro motioned to approve a new chairperson to the Yard of the Month. Director Payne seconded the motion. Motioned passed with all in favor. Need to get name and contact info from Rachel.

### **MANAGEMENT REPORT**

**Financials:** Mrs. Naranjo presented the financial report and noted a collection rate of 98% year-to-date, and expenses incurred are 37% of the year-to-date budget.

### **NEW BUSINESS:**

#### **2015 Budget Preparation**

**OLD BUSINESS:** No old business.

**EXECUTIVE MEETING SUMMARY**

**Homeowner Correspondence/Hearing:** None

**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 8:00 pm.

ATTEST       *Brian A. Payne*      

DATE       7/21/14