

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Monday, June 20, 2016

Pursuant to Section Six, 6.2, of the ByLaws 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 6:30 pm, with quorum established.

Present: Rachel Leclair, President
Duane Stewart, Vice-President
Bruce Payne, Secretary
Vernon Smith, Director-at-Large Arrived at 7:30 PM

Absent: Vince Castro, Treasurer

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

HOMEOWNER/GUEST:

None

EXECUTIVE MEETING SUMMARY-NONE

MINUTES: The minutes of May 23, 2016 were reviewed. The Board unanimously approved the minutes as presented.

REPORTS: Director Leclair informed the Board that the Hawaiian Luau Pool Party is on schedule for July 9th, 2016.

MANAGEMENT REPORT:

Financials: Mrs. Naranjo presented the May 31, 2016 Financial Reports. Noting the year-to-date collection rate of 96%, the year-to-date total income at 98% of the total budget amount, and total expenses to date are at 45%.

CAMI and ACTION LIST: The CAMI and Action Lists were reviewed and updated. The following items were added to the Action List:

- Have Wired Electric check the pool lights-Lights are still not coming on.
- Contact Mr. Woltz to inform him that the patrol is sitting at Westbrook Lakes/Chimney Hill-request the patrol to circle the neighborhood.
- Contact landscaper to fill holes around the lake with Native Soil.
- Get a proposal for a Walking Trail around the community.

NEW BUSINESS:

Pool Hours: Director Leclair requested the Board to consider changing the pool hours to 10:00 AM to 8:00 PM beginning July 1, 2016. After some discussion Director Smith motioned to approve the new pool hours to begin on July 1, 2016. Director Payne seconded the motion. Motion passed with no opposition. Director Leclair requested SCS Management to order a pool sign noting the new hours.

Mosquito Fogging at Lake: Mrs. Naranjo presented a proposal to treat the lake for mosquitos for the price of \$205.00 per treatment. After some discussion, Director Stewart motioned to approve the treatment of the lake once a month or as needed. Director Payne seconded the motion. Motion passed with no opposition.

Landscape Proposals: Mrs. Naranjo presented proposals from Gruene Horticultural for trimming the trees in the amount of \$2,450.00 and to fill sink holes in the amount of \$425.00. After discussion, the Board placed both proposals on hold.

NEW BUSINESS CONTINUED:

Dog Waste Stations: Mrs. Naranjo presented a proposal from MCS to install three dog waste stations in the amount of \$1,275.00. After some discussion, Director Stewart motioned to approve two dog waste stations at the opposite ends of the community. Director Smith second the motion. Motion passed with no opposition.

Meeting Date: The Board of Directors requested the next meeting to be moved up to July 11, 2016 due to conflicts. Mrs. Naranjo informed the Board that SCS Management will be able to attend on that date.

UNFINISHED BUSINESS:

None

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 Monday, June 11, 2016, at 6:30 PM.

ATTEST  DATE 7/11/16