

# **WESTBROOK LAKES HOMEOWNERS ASSOCIATION**

## **Board of Directors Meeting**

**Monday, May 12, 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 6:37 pm with quorum established.

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

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

**Managing Agent(s):** Patricia Seel, SCS Management Services, Inc.

### **ACTION TAKEN OUTSIDE MEETING: NONE**

### **MINUTES**

The minutes of the regular monthly Board of Directors meeting held on April 21, 2014 were reviewed and approved after motion from Director Payne and second from Director Leclair. Motion passed with all in favor.

### **REPORTS:**

#### **MANAGEMENT REPORT**

**Financials:** Mrs. Seel presented the financial report and noted a collection rate of 97% year-to-date, and expenses incurred are 22% of the year-to-date budget.

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

**Landscaping Report:** The Board reviewed the bid from Gruene Landscaping for Kiddie mulch installation at the park. After discussion, the Board requested to get two more bids.

**Lake Report:** The Board reviewed the bid from Live Wire regarding the repairs needed on the wiring at the pump house. They requested that SCS get two more bids.

**Neighborhood Events:** Director Leclair will work on organizing the "Jump into Summer" pool party. She will have signs made for the event, and will try to get donations from local businesses.

### **NEW BUSINESS:**

**Pool Hours-** Managing Agent presented the revised 2014 Pool contract; Board unanimously approved, with a motion from Director Castro, seconded by Bruce Payne.

**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 7:45 pm.

ATTEST \_\_\_\_\_

DATE \_\_\_\_\_