

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Wednesday, June 19, 2019

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, President
 Kyle Rouch, Vice President
 Jill Penn, Secretary
 Adriana Usubillaga, Treasurer
 Morley Lee, Director

Absent: Rachel Leclair, Director

Managing Agent: Tammi Norris, SCS Management Services, Inc.

Call to Order: Meeting was called to order at 6:31 pm.

Guest to Address the Board: Mike Brome was in attendance to discuss approval of his ACC Application to replace his fence. Director Penn reported she approved the application today. Director Rouch confirmed his approval and work can begin.

Board Referral: The Board Referral list for deed restriction enforcement was reviewed. Director Usubillaga motioned to put five violations on Board Hold, one will be recycled, one Attorney Final Demand and four to attorney demand. Director Penn seconded the motion and all were in favor.

Collections: The Attorney Status Report was reviewed and discussion of Split Cypress account at attorney lawsuit. Attorney will be advised to removed any mention of the word "foreclose" before Board will sign lawsuit. Attorney will advise on wording and next steps.

The Board adjourned the executive meeting and reconvened into general session at 7:53 PM.

MINUTES: The minutes of May 2019 meeting were reviewed. Director Rouch made a motion to approve the Minutes as corrected. Director Lee seconded the motion. All were in favor.

HOMEOWNER/GUEST:

Guest spoke at beginning of the meeting

ACTION TAKEN OUTSIDE OF MEETING:

None

COMMITTEE REPORTS:

Neighborhood Events: Next event is Friday, June 19, 2019 Escape Room 7-9 PM. Light snacks will be served and volunteers are needed to assist Directors Leclair and Penn.

Pool: Drinking fountain replacement needed and option of bottle filling station was discussed. The options on unit and cost to install will be presented to the Board. Proplumbers was recommended as option to bid. Jim Brown 281-413-6562, www.proplumbertx.com.

Lake: Lake fountain repair is complete. Nutria are back and MUD pond agreement is being revised to include removal.

Landscape: Yard of the Month was awarded.

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:
There was no new business to discuss.

UNFINISHED BUSINESS:
Insurance Statement of Values was reviewed. Material and cost of cement fence will be amended.

ADJOURNMENT:
There being no further business to come before the Board, the meeting was adjourned at 9:21 PM.

ATTEST *Jill S. Penn*

DATE 8/21/19