

WESTBROOK LAKES HOMEOWNERS ASSOCIATION
Board of Directors Monthly Meeting
Wednesday, July 13, 2021

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 via Ring Central <https://v.ringcentral.com/join/812747139?pw=ad2743652e1a6682c76962e3fc2f98a9>, Meeting ID: 812747139, Password: yk6Wt31X1H, Or dial: +1 (650) 4191505 United States, Access Code / Meeting ID: 812747139, Dial-in password: 9569831914, International numbers available: <https://v.ringcentral.com/teleconference>

Present: Kyle Rouch, President
Vince Castro, Vice President
Morley Lee, Director

Absent: Jill Penn, Secretary
Adriana Usubillaga, Treasurer

Managing Agent: Tammi Norris SCS Management Services, LLC

CALL TO ORDER: Meeting was called to order at 6:37 pm.

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed with three violations moving to 2nd NNC.

COLLECTIOINS: There are no accounts in collections with the attorney and no Attorney Status Report was reviewed. Collections sent to attorney May 28, 2021, and first report will be available August 10, 2021.

The Board adjourned the executive meeting and reconvened into general session at 6:53 PM.

GUESTS TO ADDRESS THE BOARD: There were no guests to address the Board.

MINUTES: The minutes of June 2021 meeting were reviewed. Director Castro made a motion to approve the Minutes with corrections. Director Lee seconded the motion. All were in favor.

ACTION TAKEN OUTSIDE OF MEETING:
There was no action taken outside of the meeting.

COMMITTEE REPORTS:

Neighborhood Events: Labor Day, September Community Garage Sale and October National Night out were all discussed. National Night Out will be added to the August Agenda.

Pool: JRD Invoice for \$11,650.00 received and sent to James Feen insurance adjuster. Repairs still needed are electric socket in women's restroom, missing stones over drinking fountain and recirculation pump. Claim will remain open until all are complete. Change is lifeguards assigned to the pool was unacceptable. Guard was playing loud music, swimming in the pool with friends from another community and moved lifeguard check-in table. Both Director Rouch and Director Lee went to the pool to address this. Director Lee created a sign in packet for residents who show up without wrist bands. Fence ^{near} was broken by vandals and Director Lee can fix it with about \$19.00 in materials. Pool light reported out again. Director Rouch will check at night to see which lights are out. Swim Houston will be contacted to check all pool lights for repairs.

Lake: Fountain lights repair is complete much instruction from Director Rouch to Solitude on how to install correctly with electric connections. Lake vendor bids will be considered soon.

Landscape: Gruene Landscape is not performing all duties as contracted. Mowing of set-back behind Brannon Field, empty two dog station trash can weekly and crediting invoice for missed services on rainy days. Bid will be gathered to consider changing vendors or ask Gruene to attend an HOA meeting to discuss concerns and service improvement plan in person. Contact Coats & Rose to ask for back field mowing when basin is mowed.

MANAGEMENT REPORT: Mrs. Norris present the July Management Report reviewing the June 30, 2021, Collections Schedule amount and percentages ~~collated~~ and spent.

FINANCIAL REPORTS: Mrs. Norris presented the financial reports and discussion followed on adding Receivables back on the Balance Sheet Report. *Collected*

ACTION ITEMS REPORT: The report was not reviewed.

UNFINISHED BUSINESS: There was no unfinished business to discuss.

NEW BUSINESS: Security Camera bid was discussed and option to add cameras at the playground with digging to run conduit line included. Director Lee present the bid he received and option of hiring a WBL resident officer for a local University. *Bloom* Coats & Rose will be asked first to add Sunday and Monday to the current MUD security patrol contract.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:29 PM.

ATTEST Board approval
August 17, 2021
Meeting Minutes
J. W. Lewis

DATE 08/17/2021