

WESTBROOK LAKES HOMEOWNERS ASSOCIATION

Board of Directors Monthly Meeting

Wednesday, April 21, 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 Zoom meeting <https://zoom.us/j/93114622276?pwd=M1lyQ0ZnNS9KOTBFMWRiN2JUMDRxdz09>, Dial by your location +1 346 248 7799 US (Houston), Meeting ID: 931 1462 2276, Passcode: 010990, Find your local number: <https://zoom.us/j/93114622276?pwd=M1lyQ0ZnNS9KOTBFMWRiN2JUMDRxdz09>

Present: Kyle Rouch, President
Vince Castro, Vice President
Jill Penn, Secretary
Adriana Usubillaga, Treasurer
Morley Lee, Director

Absent:

Managing Agent: Tammi Norris SCS Management Services, LLC

CALL TO ORDER: Meeting was called to order at 6:30 pm.

BOARD REFERRAL: The Board Referral list for deed restriction enforcement was reviewed with no Board action needed at this time.

COLLECTIONS: There are no accounts in collections with the attorney and no Attorney Status Report was reviewed.

The Board adjourned the executive meeting and reconvened into general session at 6:36 PM.

GUESTS TO ADDRESS THE BOARD: Jenn Balthazar and Denise Crandon joined the meeting to observe. Tom Woltz resident and Chimney Hill Board member respectfully declined the invitation to present the MUD Board community center project until they can meet in person.

MINUTES: The minutes of March 2021 meeting were reviewed. Director Penn made a motion to approve the Minutes as presented. Director Usubillaga 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: Garage Sale dates are March 20th - Rain Date March 27th, June 19th - Rain Date June 26th and Sept 18th - Rain Date Sept 25th. Dates will be posted on the WBL webpage and SCS Portal with an email going to all homeowners registered in the portal. Pool opening is in progress and no opening day party will be held this year in the absence of an Event Coordinator or volunteers.

Pool: February 2021 ice storm freeze damage to the pipes inside the pool restroom walls was noticed. Director Rouch will meet with vendors to bid repairs and insurance adjuster to assess damage and file a claim. Pool furniture is being ordered, umbrellas are being considered and pergola mesh need to be installed. Swim Houston Lifeguard help wanted signs throughout the community need to be removed. One sign at the pool will be allowed if ^{be} replaced with one that is not broken at the stake. Trash cans will be ordered. Furniture, umbrellas with bases ^{Frey} have been purchased. Pergola shade will be replaced and Director Rouch is the contact for removal and replacement.

Lake: Fountain lights bid approved and new rep Leslie Holly will be contacted. Water level is low needing rain and recirculated water. Engineer may be needed to reconstruct the circulation problem.

Landscape: Mulch has been installed and seasonal plants will be coming soon. Yard of the Month will begin again in May 2021.

MANAGEMENT REPORT: Mrs. Norris ^{presented} present the March Management Report reviewing the Collections Schedule amount and percentages collated and spent.

FINANCIAL REPORTS: Mrs. Norris presented the March 2021 financial report reviewing the Balance Sheet and Actual to Budget Report. She noted the current \$52,827.94 CD is maturing April 22, 2021. Director Usubillaga made a motion to move the funds to a 6 month CD while return rates are so low. Director Castro seconded the motion and all were in favor.

UNFINISHED BUSINESS: February 2021 ice storm damage to pool restroom pipe was discussed. Director Castro made a motion to approve JRD bid. Director Usubillaga seconded the motion and all were in favor. Work will be scheduled. JRD will meet with Director Castro. Insurance Claim has been filed and will be completed when final invoice is received.

NEW BUSINESS: Pool Tuff shed and concrete slab proposal was discussed. Placement, cost and size of shed/slab needs more discussion.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:44 PM.

ATTEST Board Approval
May 2021
Meeting Minutes
J. Norris

DATE 05/11/2021