

# WHITE OAK LANDING, SECTION III HOA

## MEETING MINUTES OF THE BOARD OF DIRECTORS

June 28, 2018

### DIRECTORS PRESENT:

Garret Long, Vice President  
Jon Alksne, Secretary/Treasurer  
David Stouffer, Director  
Fritz Langford, Director

### MANAGEMENT IN ATTENDANCE:

Melissa Klak, Community Manager, Inframark

#### I. Call Meeting to Order:

In accordance with the By-Laws for White Oak Landing, Section III, HOA Article VI Section 1. A regular meeting of the Board of Directors ("Board") was held on Thursday, June 28, at 630pm in the White Oak Landing Park Pavilion located at 10851 Tryon Dr., Houston, TX 77065

Mr. Long confirmed there was a quorum present and called the meeting to order at 6:37 p.m.

#### II. Resident(s) / Guests(s) – N/A

#### III. Approval of Previous Meeting Minutes:

A. The Board reviewed the meeting minutes from May 24, 2018 Board of Directors meeting. A *motion* was made to approve the minutes with no changes. The *motion* was *seconded* and *unanimously approved*.

#### IV. Past Business/ Updates

A. Ratify Expenses – N/A

B. Updates & Pending Items

- i. The Board reviewed the electrical bids from Inframark. After careful consideration, the Board opted to table the bids and requested another electrical company bid the same to review at the next meeting.
- ii. Mrs. Klak notified the Board that she is currently awaiting a response from Cody's Tree Service for the revised bid, to perform tree trimming services in the park area.
- iii. Mrs. Klak informed the Board that the pool bathroom renovations are anticipated to be completed by Monday, July 2, 2018.

#### V. New Business

A. Proposals

- i. Mrs. Klak presented the Board with a proposal from Inframark to prime and paint the men and woman's restrooms at the pool for a total cost of \$1,275. After due discussion, a *motion* was made to approve the proposal from Inframark. The *motion* was *seconded* and *unanimously approved*.

B. Contract

- i. Mrs. Klak presented the First Amendment to the Swimming Pool Management Agreement from Aquatic Management of Houston which clarified the Safety

Break. A *motion* was made to approve the amendment as presented. The motion was *seconded* and *unanimously approved*.

C. Inquires/ Clarification/Other

- i. The Board reviewed and made various adjustments to the ARC Guidelines. Mrs. Klak advised the Board that the amended ARC Guidelines will be provided at the next meeting for final review.
- ii. Mrs. Klak shared an inquiry from White Oak Springs regarding the possibility of a Shared Use Agreement. The Board opted to table this discussion for the next meeting.
- iii. The Board discussed the option for installing an access card reader for pool the pool, in lieu of wristbands, for the 2019 Pool Season.
- iv. Flock Safety will be present at the next meeting to discuss security camera options for the HOA

VI. Financials

- i. Mrs. Klak presented and the Board reviewed the financial reports through May 2018


The Board adjourned open session at 7:27p.m.

**EXECUTIVE SESSION**

The Board unanimously agreed to enter executive session at 7:27 p.m. at which time they received delinquency information. The Board provided direction to Mrs. Klak regarding the handling of delinquent matters.

Upon re-entering open session, the Board ratified *approval* to have Compliance Matter 1140840 forwarded to the attorney to begin legal process in the event the matter was not cured upon next inspection. process.

With there being no further business, the meeting was adjourned at 7:37 p.m.

  
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Garret Long, Vice President Board of Directors

7-26-18  
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Date