

Willow Pointe Homeowners Association, Inc.

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Willow Pointe Homeowners Association, Inc. Minutes of the 2022 Reconvened Annual Meeting Tuesday, June 28, 2022

PRESENT: A Quorum of Owners

Sixty-one (61) owners present or represented by Absentee Ballot, establishing a quorum for the 2022 Annual Meeting.

Board of Directors

Present:

Leo Feldman, President

Jacque Sedgwick-Landry, Treasurer

Absent:

Regina Wall, Secretary

Management Company

Carlos Mata, Manager

Cathy Colbert, Randall Management, Inc.

Jane Godwin, Randall Management, Inc.

CALL TO ORDER:

With a quorum present, the 2022 Annual Meeting was called to order at 7:00 p.m. The meeting was held via zoom.

ADOPTION OF THE AGENDA:

A motion was made by Leo Feldman, seconded by Jacque Sedgwick-Landry, and it was unanimously agreed to adopt the agenda as presented.

ROLL CALL:

Per Article XI, Section 11.4 of the Bylaws, at least 10% or over 59 of the owners must be in attendance or represented by absentee ballot. The management company certified that an official quorum was in attendance with Sixty-One (61) lot owners represented via zoom or by Absentee Ballot.

WELCOME & INTRODUCTIONS:

Jane Godwin welcomed the owners to the meeting. The Willow Pointe Board of Directors and the Management Company were then introduced.

APPROVAL OF THE MINUTES:

Minutes of the 2021 Annual Meeting were reviewed. A motion was made by Leo Feldman, seconded by Jacque Sedgwick-Landry, and it was unanimously decided to adopt the 2021 Annual Meeting Minutes as presented.

OFFICER REPORTS:

President's Report – State of the Association. Leo Feldman presented a detailed report that included a list of accomplishments for 2021; status of vendor contracts; summary of new policies and resolutions filed; a summary of collections, suits and deed violations; and future goals for the Association.

Treasurer's Report – Financial and Budget Report:

Jane Godwin presented the Treasurer's Report with a detailed review of the financial state of Willow Pointe. The financial portion of the meeting package included the audited 2021 Financial Statement. A bar chart was included to illustrate the actual expenses versus the budget. The 2022 Budget was presented with a pie chart showing the percentages in each category on the budget. A year-to-date financial statement as of May 31, 2022, was included in the presentation. A motion was made by Leo Feldman, seconded by Jacque Sedgwick-Landry and it was unanimously decided to approve the financials as presented.

Ratification of Decisions Made Since Last Open Board Meeting

- A. Approved awarding a 1-year Grounds Maintenance Service Agreement to AceScapes, Inc., effective May 1, 2022.
- B. Approved the 2021 Annual Audit to be prepared by Nagesh & Carter, PLLC, for \$1,500.00.
- C. Approved proposal dated 04/18/22 from Greater Houston Pool Management to replace the broken chlorine tower for \$300.00.
- D. Approved proposal dated 05/07/22 from AceScapes, Inc., for irrigation repairs (in 29 zones) estimated at \$4,295.00.
- E. Approved proposal dated 05/21/22 from AceScapes, Inc. for emergency irrigation repair on Trail Ridge Drive for \$250.00.
- F. Approved the creation of a new volunteer clerical assistant role to assist the Modifications Committee-ARC and Board of Directors with clerical and data entry tasks.
- G. Approved donating the LED signs at no cost to the Association.

COMMITTEE REPORTS:

Modifications - Regina Wall, Acting Committee Chair, was absent. Leo Feldman reported that the committee is working hard to process ARC Applications. Leo stated that a complete description of the proposed improvement and plot plan or survey must be included when Home Improvement-ARC Applications are submitted for consideration.

Landscaping - Leo Feldman reported on projects that had been accomplished and said that some landscaping projects had been postponed due to issues with the previous vendor. Leo reported that AceScapes had been selected as the new landscape maintenance company and they were working on repairing sprinklers. Leo said the committee needs volunteers, especially owners that want to be involved in redesigning the seasonal flower beds.

Safety Awareness and County Liaison - Leo stated that the committee has no chairman or active members and encouraged owners to join the committee. Leo summarized his recent conversation with one of the HCSO deputies that patrols the community and reminded owners that the monthly HCSO patrol contract reports are posted on the Association website. Leo reported that the MUD installed new water smart meters; built the new sidewalk on Round Up; fixed several water leaks; and is continuing sidewalk repairs around manhole covers in the community. Finally, Leo reported on the status of several curb and culvert repair work orders with Harris County Precinct 3.

Recreation/Social – Committee Member, Patty Burgess, announced that the committee was planning community events for the end of pool season/back to school in August, National Night Out in October, and Winter Wonderland in December.

UNFINISHED BUSINESS:

Leo Feldman reported on the following items:

- A. Deed Enforcement & Fining Policy (went into effect 06/01/22).
- B. Pool - Equipment & new faucet for men's restroom.
- C. Painting and repairs to common area fencing and masonry walls.
- D. Proposed Flood Lights on Round Up & Willow Crossing Drive.

NEW BUSINESS: There was no New Business discussed.

OPEN FORUM:

The Open Forum is the time that owners can address the Board of Directors. The Willow Pointe Board of Directors provides owners up to five (5) minutes to express themselves, ask questions, and make suggestions. Some of the items discussed were the HCSO patrol contract and pool re-plastering.

ELECTION RESULTS: Jane Godwin announced that the two candidates, Jacquie Sedgwick-Landry and Beant S. Lamba would join the Board of Directors by acclamation since there were two positions open and no other candidates.

ADJOURNMENT: With no further business to discuss, a motion was made by Leo Feldman, seconded by Jacquie Sedgwick-Landry, and the 2022 annual meeting was adjourned at 8:12 p.m.