

Willow Pointe Homeowners Association, Inc.

6200 Savoy, Suite 420, Houston, Texas 77036 (713) 728-1126

Board of Directors Meeting Via Zoom July 26, 2023 at 7:00 p.m.

MINUTES

Board of Directors - Present:

Leo Feldman – President
Beant Lamba – Vice President
Regina Wall – Secretary
Jacquie Landry – Treasurer

Management Company - Present:

Venecia Perez – Randall Management
Jane Godwin – Randall Management

Call to Order: With a Quorum present the meeting was called to order at 7:01 p.m.

Establish Quorum – Roll Call: With a majority of the Board of Directors present, the quorum was established.

Guests: No guests were scheduled.

Adoption of Agenda: The agenda was reviewed, and a motion was made by Leo Feldman, seconded by Jacquie Landry, and it was agreed to approve the agenda as presented.

Rules of the Meeting: Leo Feldman read the rules of the meeting to all homeowners attending the meeting.

Approval of Previous Meeting Minutes – The minutes from the March 22, 2023, meeting were reviewed. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to approve the minutes from March 22, 2023, as presented.

Ratification of Decisions made since last Board Meeting – The Board reviewed 4-comprehensive landscape maintenance bids; selected Yellowstone Landscape as the new vendor; and signed a 1-year contract on June 12, 2023. A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to ratify the decision.

Management-Administrative Report:

Financial Report – Jane Godwin reviewed the financial statements for the month ending on June 30, 2023. A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to approve all the June 30, 2023, financial reports as presented.

Deed Restrictions – Venecia Perez reported that inspections are done each month by Randall Management. The letter count is as follows: 87-violation letters were mailed to homeowners and 100-deed violations were corrected in June.

Pending Legal Action – Jane Godwin reported that there were 15-accounts in collection, 2-payment plans, 2-accounts in litigation, and 1-closed file with the attorney.

Committee Reports:

Modifications Committee/ARC – Cheri Zimmerman, Volunteer Assistant, reported that since the last BOD meeting on March 22nd, 41-new applications were received; 38-applications approved; 1-application was pending; and 6-applications were denied. Two (2) of the denied applications were resubmitted and approved. Cheri reminded owners to submit home improvement applications before any work begins and include the required information such as plot plans-surveys, dimensions, specs, and photos. Finally, Cheri thanked Regina Wall, former long-time ARC member, for her years of service to the committee and the community.

Safety Awareness & County Liaison – Leo Feldman stated that the Board is looking for volunteers and a chairperson. Leo summarized his recent conversations with HCSO deputies that patrol Willow Pointe and reminded owners that the monthly patrol contract reports are posted on the association website. Next, Leo discussed street parking in the community and reminded homeowners to report illegally parked vehicles directly to HCSO. Leo stated that a work order had been submitted to Harris County Precinct 3 to clean the spine streets in the community. Next, Leo stated that the MUD operator (Si Environmental) was busy doing maintenance and repairs in Willow Pointe.

Recreation and Social Committee – Jacquie Landry reported that the Committee was planning an end-of-the-season pool party and that information would be posted on the website once the date is confirmed.

Landscape Committee – Leo Feldman stated that the committee needs volunteers, and that he would discuss landscaping related matters later in the meeting.

Unfinished Business:

Board of Director Appointments – A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to appoint all officers to their previously held positions: Leo Feldman, President; Beant Lamba, Vice President; Regina Wall, Secretary; and Jacquie Landry, Treasurer.

Landscaping & Irrigation – Leo Feldman provided an update about the association's new landscape vendor, sprinkler repairs, and a new groundcover plant that may be used in the community. Finally, Leo stated that the Board would look into installing new kiddie mulch at the playground in the fall.

Pool Season Update – Leo Feldman reported that the new staggered pool schedule is popular with homeowners and that 149 pool cards have been issued in 2023. Leo stated that the pool vendor has worked hard to keep the pool clean and staffed with lifeguards. Finally, Leo stated that the pool hours would change in August when school begins and the information would be posted at the pool and on the website.

Survey to Homeowners – Leo Feldman reported that the Board was still considering to topics to include in the proposed survey asking for homeowners' input about common area improvements and expenditures.

New Business:

Changing/Reducing Quorum - Leo Feldman reported that the governing documents require at least 10% of the 588-homeowners to return ballots and/or attend the annual meeting to make a quorum before the meeting can be held. Because of the difficulty in collecting 59-ballots, Leo proposed lowering the quorum from 10% (59 homeowners) to 7% (42 homeowners). A motion was made by Leo Feldman, seconded by Jacquie Landry, and it was unanimously agreed to look into lowering the quorum. Jane Godwin stated that she would consult with the Association's legal counsel about the procedure so the Board could continue the discussion at the next open Board Meeting.

Renewal of Commercial Insurance Package for the Association – Leo Feldman reported that the commercial package that includes property, liability, workers compensation, directors' and officers' coverage is up for renewal in August. A motion was made by Leo Feldman, seconded by Regina Wall, and it was unanimously agreed to review and vote on the renewal policy via email between meetings.

Ezee Fiber – Leo Feldman reported on Ezee Fiber's installation of a new fiber optic network in the community. Leo reminded homeowners that this is not a HOA project, and if there is a utility easement on your property, utility companies can legally enter your property, with or without your permission, to perform maintenance and new installation work. Leo stated that the utility companies are responsible for repairing most damage caused by their crews and that homeowners should contact Ezee Fiber directly with all pertinent information, photos, receipts, etc. Finally, Leo stated that Ezee Fiber's contact information would be posted on the Association website.

Newsletter – Leo Feldman stated that the newsletter would revert to being published quarterly and asked the Board and homeowners to submit content so that a newsletter could be written and posted on the website in September.

Open Forum: The Open Forum session is the time that the owners can address the Board of Directors. Each meeting the Willow Pointe Board of Directors provide up to a thirty (30) minute session where each owner has up to three (3) minutes to express themselves, ask questions, and make suggestions. One homeowner reported on several possible repairs that may be needed in the community including checking the hand rails on the swimming pool, adding kiddie mulch in the playground, and landscaping improvements.

Adjournment: With no further business to discuss, a motion was made by Leo Feldman seconded by Beant Lamba, and it was unanimously decided to adjourn the meeting at 7:26 p.m.