

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON JULY 6, 2011 at 7:00 P.M.
AT JOHN TRAUBE'S HOME
605 BUFFLEHEAD LANE, CEDAR PARK, TEXAS 78613

Item 1- Call to Order/ Establish a Quorum

The meeting was called to order at approximately 7:41 p.m. Board Members John Traube, Dennis Eberwein, and David Karabinas were in attendance. Director Christi Cheng and Ed Strout were absent. Community Association Manager Keri Scott was present.

Item 2 – Approval of Minutes

The Board of Directors reviewed the minutes from the June 15, 2011 meeting. Director Eberwein made a motion to approve the minutes as written. Director Traube seconded the motion and it was unanimously approved.

Keri reviewed the completed action items from the June 15, 2011 meeting with the Board.

Item 3 – E-Mail Minutes

The following motions were handled by e-mail as documented:

- Item 1- Annual Meeting Announcement
Director Strout motioned to approve the second revision of the 2nd Annual Meeting announcement and to forward it to the Communications committee to post on the HOA website, send out as an e-mail blast, publish it in the next newsletter, post it on Twitter, and post it on the HOA Facebook page. Director Karabinas seconded the motion and it was unanimously approved.

Director Eberwein motioned to approve the e-mail motions as documented. Director Traube seconded the motion and it was unanimously approved.

Item 4 – RealManage Issues

The next Board meeting was set for August 17, 2011 at 7:00 p.m. at Director Traube's home.

Director Traube informed the Board of the process to change the Director names on the CD's at Amplify. Director Eberwein motioned to table this discussion until after the election so that the new Board members will be signers on the account. Director Traube seconded the motion and it was unanimously approved.

Keri reviewed the bid from Native Land Designs with the Board to install sod by the playground at 708 S. Lynnwood Trail. Director Eberwein motioned to table this discussion until the next Board meeting. Director Traube seconded the motion and it was unanimously approved.

Keri reviewed the bids with the Board to install a rock border around the playground at 708 S. Lynnwood Trail. Director Karabinas motioned to deny the bids and not install a rock border around the playground area. Director Traube seconded the motion and it was unanimously approved.

Keri reviewed the bids to paint the exterior of the Community Center with the Board. Director Traube motioned to approve the bid from Absolute Remodeling in the amount of \$3,380 and have them paint the exterior of the Community Center since they did a great job on painting the interior of the Community Center. Director Eberwein seconded the motion and it was unanimously approved.

Keri reviewed the Community Center door bids with the Board. Director Traube motioned to approve the bid from Prins Construction in the amount of \$3,315 to replace the back doors to the Community Center. Director Karabinas seconded the motion and it was unanimously approved.

Keri informed the Board that the homeowner at [REDACTED] is requesting an extended payment plan of 12-18 months in addition to waiver of late fees. Director Karabinas motioned to allow an extended 12 month payment plan and to waive the late fees that accrue each month during the payment plan if all payments are received by the due date each month. In addition, a \$100 of past late fees will be waived at the end of the payment plan if all payments are received on time each month. Director Eberwein seconded the motion and it was unanimously approved.

Keri informed the Board that the homeowner at [REDACTED] is requesting a waiver of all late fees from the account. Director Eberwein motioned to waive \$100 in late fees from the account. Director Traube seconded the motion and it was unanimously approved.

Item 5 - Board Issues

The Board discussed the Annual Meeting location options. The Board would like to have the Annual Meeting at Reagan Elementary on August 30, 2011 at 7:30p.m.

The Board discussed the option of printing all candidate names on the proxy. Director Karabinas motioned to print all candidate names on the proxy form for the Annual Meeting. Director Eberwein seconded the motion and it was unanimously approved.

Keri reviewed the Christmas light bids with the Board. Director Karabinas motioned to approve the low level bid from The Christmas Light Company with a 3 year contract and ask for an additional 10% off the original bid. Director Eberwein seconded the motion and it was unanimously approved.

Director Karabinas informed the Board that the pool monitor at pool 1 is still wearing a lifeguard shirt which is misleading since he is a pool monitor. Keri will contact Family Swim Gym again and request they do not wear lifeguard shirts while on duty.


Director Karabinas discussed National Night Out with the Board.

Keri informed the Board that a homeowner is requesting more lounge chairs be added to pool 2 area. The Board will discuss adding additional lounge chairs at pool 2 during the 2012 budget season.

Item 6 – Adjournment

Director Karabinas made a motion to adjourn the meeting. Director Eberwein seconded the motion and it was unanimously approved. The meeting was adjourned at 9:10 p.m.

Attest:



John Traube, President

Forest Oaks Homeowners Association, Inc.