

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON MARCH 20, 2012 at 7:00 P.M.
AT THE FOREST OAKS COMMUNITY CENTER
105 N. LYNNWOOD TRAIL, CEDAR PARK, TEXAS 78613

Item 1- Call to Order/ Establish a Quorum

The meeting was called to order at approximately 7:02 p.m. Board Members Ed Strout, David Karabinas, Don Garritano, and Joe Capesius were in attendance. Board Member Christi Cheng was absent. Community Association Manager Keri Scott was present and RealManage Branch President, John Ball was present.

Item 2 – Executive Session

The Board adjourned to executive session at 7:02 p.m.

Item 3 – Return from Executive Session

The Board returned from executive session at 7:41 p.m.

Item 4 – Oral Summary of Actions taken in Executive Session

Director Strout informed the homeowners that the Board denied a homeowners request to waive the late and legal fees from their account.

Director Strout informed the homeowners that the Board approved a homeowner to reserve the Community Center for free for a seminar to Forest Oaks homeowners on preparing and surviving a catastrophe as long as the seminar is free to all that attend, nothing is sold at the event, and the event is not a political event.

Item 5 – Approval of Minutes

The Board of Directors reviewed the minutes from the February 15, 2012 meeting. Director Karabinas made a motion to approve the minutes as written. Director Garritano seconded the motion and it was unanimously approved.

Keri reviewed the completed action items from the February 15, 2012 meeting with the Board.

Item 6 – Approval of Minutes

The Board of Directors reviewed the minutes from the March 6, 2012 meeting. Director Garritano made a motion to approve the minutes as written. Director Karabinas seconded the motion and it was unanimously approved.

Item 7 – Ratify and Reaffirm Board actions considered since last meeting

Keri informed the homeowners of the following items that were approved by the Board since the meeting on February 15, 2012:

- Install a 300 watt pool light at 708 S. Lynnwood Trail in the amount of \$659.36

Item 8 – RealManage Issues

Keri reviewed the February financials with the Board.

Keri informed the Board that they are unable to do electronic voting prior to an Annual meeting since the Forest Oaks Bylaws require the Association to allow floor nominations. The Board asked Keri to check with Bill Flickinger to determine if they can open the electronic voting up after the Annual meeting and post the results a couple of weeks after the Annual meeting. The Board would also like Keri to ask for another legal opinion on this issue.

Keri reviewed the bids from Crystal Clear in the amount of \$3,274.24 with the Board. Director Karabinas motioned to approve the pool bids from Crystal Clear in the amount of \$3,274.24. Director Garritano seconded the motion and it was unanimously approved.

Keri reviewed the bids from Native Land Designs for irrigation repairs in the amount of \$1,451.95 with the Board. Director Karabinas motioned to approve the irrigation repairs in the amount of \$1,451.95. Director Garritano seconded the motion and it was unanimously approved.

Keri informed the Board of the cost to rent the Leander ISD schools and the Cedar Park Recreational Center for the Annual meeting. Director Strout motioned to determine the availability the first week of May for Reagan Elementary, if Reagan is not available then check with Cox Elementary, and if Cox is not available then check with Cedar Park Recreational Center. Director Karabinas seconded the motion and it was unanimously approved.

Item 9 - Board Issues

Director Karabinas informed the Board that lifeguards and pool monitors are needed for Memorial Day and Labor Day. Director Karabinas motioned to add lifeguards and pool monitors for May 26-May 28 from 12 p.m. to 8 p.m. and for September 1-September 3 from 12 p.m. to 8 p.m. Director Capesius seconded the motion and it was unanimously approved.

Director Strout motioned to add an emergency agenda item to the agenda to select the lifeguard and pool monitor company for 2012 pool season. Director Karabinas seconded the motion and it was unanimously approved.

Director Karabinas motioned to approve the pool committee recommendations and approve Austin Pool Pros for the lifeguard and pool monitor vendor for the 2012 pool season. Director Capesius seconded the motion and it was unanimously approved.

Director Capesius informed the Board that the Area Improvement Committee would like to purchase two picnic tables for the playground area at 105 N. Lynnwood Trail. Director Capesius motioned to purchase two picnic tables and Director Capesius and Director Karabinas will install the tables at the playground area at 105 N. Lynnwood Trail. Director Karabinas seconded the motion and it was unanimously approved.

Director Capesius informed the Board that he will check with the City of Cedar Park to determine if they will install the pet stations on E. Park Street.

Keri informed the Board how many fines and fees have been charged for overnight street parking. Keri informed the Board of the financial status of the Association and informed the Board of budget cuts that can be made in order to refund the overnight street parking fines and fees. Director Garritano motioned to refund all overnight street parking fines and fees that have ever been charged to homeowners and pay this out of the operating funds. Director Capesius seconded the motion. Director Capesius motioned to amend the original motion stating there will be a reasonable, but not extraordinary effort made to find previous owners in order to refund the monies owed. Director Garritano seconded the amendment and the amendment was unanimously approved. The motion as amended was unanimously approved.

The Board scheduled the Neighborhood Garage sale for May 19, 2012.

Director Karabinas asked Keri to get a bid to install a card reader at the side entry gate to the pool area at 708 S. Lynnwood Trail.

The Board discussed the sign in procedures at the pool located at 708 S. Lynnwood Trail. Director Karabinas motioned to change the pool sign in procedures to only require the homeowners to sign their name and present their key at entry. Director Capesius seconded the motion and it was unanimously approved.

Director Capesius will check with the City of Cedar Park to determine if they will install signs at the retention pond on TrailRidge that states "No ATV Vehicles Allowed".

The Board looked at the Yard of the Month photos. Director Karabinas motioned to chose 110 Crockett Road as March Yard of the Month. Director Capesius seconded the motion and it was unanimously approved.

Item 10 – Homeowner sign-in speakers

A homeowner informed the Board that the expired fining policy is still out in the bulletin board.

A homeowner suggested the Board ask Bill Flickinger and RealManage for a refund for the money collected in regards to overnight street parking.

Item 11 – Adjournment

Director Strout made a motion to adjourn the meeting. Director Capesius seconded the motion and it was unanimously approved. The meeting was adjourned at 9:07 p.m.

Attest: _____


Ed Strout, President

Forest Oaks Homeowners Association, Inc.