

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON JUNE 4, 2013 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 7:00 p.m. Board Members Joe Capesius, Craig Ellmaker, Robert Medure, and David Karabinas were in attendance. Board Member Christi Cheng was absent. Community Association Manager Keri Scott was present.

Item 2 – Executive Session

The Board adjourned to executive session at 7:00 p.m.

Item 3 – Return from Executive Session

The Board returned from executive session at 7:30 p.m.

Item 4 – Oral Summary of Actions taken in Executive Session

Keri informed the homeowners that the Board approved to hire Native Land Designs to force mow a homeowner's lot every two weeks and charge the first force mow back to the homeowners account.

Keri informed the homeowners that the Board approved to waive late fees from a homeowners account if the homeowner makes a payment in full (not including the late fees) by July 31, 2013.

Keri informed the homeowners that the Board approved to waive late fees from a homeowners account if the homeowner pays all assessment fees and legal fees within ninety days.

Keri informed the homeowners that the Board approved to waive late fees from a homeowners account if the homeowner makes a payment in full (not including the late fees) by June 30, 2013.

Keri informed the homeowners that the Board decided the pavilion at 105 N. Lynnwood Trail will be on a first come, first serve basis.

Item 5 – Approval of April 9, 2013 Minutes

The Board of Directors reviewed the minutes from the April 9, 2013 meeting. Director Capesius made a motion to approve the minutes as written. Director Karabinas seconded the motion and it was unanimously approved.

Keri reviewed the completed action items from the April 9, 2013 meeting with the Board.

Item 6 – Approval of May 4, 2013 Minutes

The Board of Directors reviewed the minutes from the May 4, 2013 meeting. Director Capesius made a motion to approve the minutes as written. Director Medure seconded the motion and it was unanimously approved.

Item 7 – Approval of May 21, 2013 Minutes

The Board of Directors reviewed the minutes from the May 21, 2013 meeting. Director Capesius made a motion to approve the minutes as written. Director Karabinas seconded the motion and it was unanimously approved.

Item 8 – Act on or Ratify and Reaffirm Board actions considered since last meeting

Keri informed the homeowners that the Board approved the RealMaintenance bid to replace a section of piping and the ball valve on the waterfall pump at Mandarin Flyway in the amount of \$288.91.

Item 9 – RealManage Issues

Keri reviewed the April financials with the Board.

Keri reviewed the Truman lighting bids with the Board. Director Karabinas motioned to approve the M&M Electric bid to include proposal 1 and proposal 2 in the amount of \$2,290.84 plus tax. Director Ellmaker seconded the motion and it was unanimously approved.

The Board tabled the attorney bid discussion until the July Board meeting. Director Medure will prepare a summary of the attorney information.

Keri reviewed the monument sign lighting bid with the Board. Director Karabinas motioned to approve the RealMaintenance bid to repair all the monument sign lighting in the amount of \$1,337.85. Director Capesius seconded the motion and it was unanimously approved.

Director Medure is working with the playground shade company to get the repairs covered under warranty.

Keri reviewed the Native Land Designs bid to install annual flowers at the monument signs with the Board. Director Karabinas motioned to deny the bid. Director Ellmaker seconded the motion and it was unanimously approved.

Keri reviewed the Native Land Designs bid for the May irrigation repairs. Director Ellmaker motioned to approve the Native Land Designs bid for the May irrigation repairs. Director Capesius seconded the motion and it was unanimously approved.

Keri reviewed the "No Soliciting" sign bids with the Board. Director Ellmaker motioned to approve installing five faux wood signs at Brushy Creek and Darkwoods, Brushy Creek and Lynnwood, Brushy Creek and Mandarin Flyway, E. Park Street and Lynnwood, and E. Park Street and Greater Scaup and approve up to \$1,000 of installation cost. Director Capesius seconded the motion. Director Capesius, Ellmaker, Karabinas voted in favor. Director Medure voted against. Motion passed.

Keri informed the Board that the homeowner that opens and closes the facility is requesting a Community Center rental discount. Director Karabinas motioned to deny this request. Director Ellmaker seconded the motion and it was unanimously approved.

Item 10 – Board Issues

The Board discussed the interior design of the Clubhouse and the Board asked Keri to send them photos of the interior of Clubhouses they manage.

The Board tabled the discussion of deed restriction violation letters regarding missing trees.

The Board discussed the newsletter, website, and twitter accounts. The Board decided to start an announcement section in the newsletter which will be on a first come, first serve basis and space will be limited. The Board also agreed to remove the twitter link from the website.

Director Karabinas is working on a budget for the fun run which will take place on August 24, 2013.

Keri informed the Board that homeowners are complaining about non-residence using the basketball court. The Board asked Keri to get a bid to install a gate and a fob lock on the gate to the basketball court.

Don Garritano is working on revising the 2013 pool rules and getting details on a food vendor for pool 2.

The Board asked Keri to get a bid to install a fob key system on the side gate of pool 1.

The Board would like to know what time the janitorial service visits the pools.

The Board tabled the Board member approval process for expenditures.

The Board tabled the discussion on rescheduling the second attempt annual meeting date.

Keri informed the Board the yard of the month sign was stolen. Director Karabinas motioned to order a new yard of the month sign. Director Ellmaker seconded the motion and it was unanimously approved.

Item 11 – Homeowner Sign-In Speakers

There were homeowners in attendance, however, no one signed up to speak.

Item 12 – Adjournment

Director Medure made a motion to adjourn the meeting. Director Capesius seconded the motion and it was unanimously approved. The meeting was adjourned at 9:15 p.m.

Attest:



Joe Capesius, President

Forest Oaks Homeowners Association, Inc.