

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON MAY 9, 2016 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 Robert Medure, Mel Kirkland, John Miri, David Oliver, and Meri Carlson were in attendance. Community Association Manager, Keri Scott was present.

Item 2 – Homeowner Sign-In Speakers

A homeowner spoke to the Board about the social events and would like more adult only events.

Item 3 – Approval of April 11, 2016 Minutes

The Board of Directors reviewed the minutes from the April 11, 2016 meeting. Director Kirkland motioned to approve the minutes as written. Director Oliver seconded the motion. Director Kirkland, Oliver, Medure, and Miri voted in favor. Director Carlson abstained. Motion passed.

Item 4 – Act on or Ratify and Reaffirm Board actions considered since last meeting

Keri informed the homeowners that the following items were approved since the last Board meeting:

- The Board approved a homeowner to use the Community Center for free in the event there is rain and cancels their outdoor event. A deposit is required and no alcohol can be consumed.
- On April 15, 2016 the Board approved a proposal from Merit for an irrigation repair in the amount of \$349.47.
- On April 15, 2016 the Board approved a proposal from Merit for an irrigation repair in the amount of \$899.99.

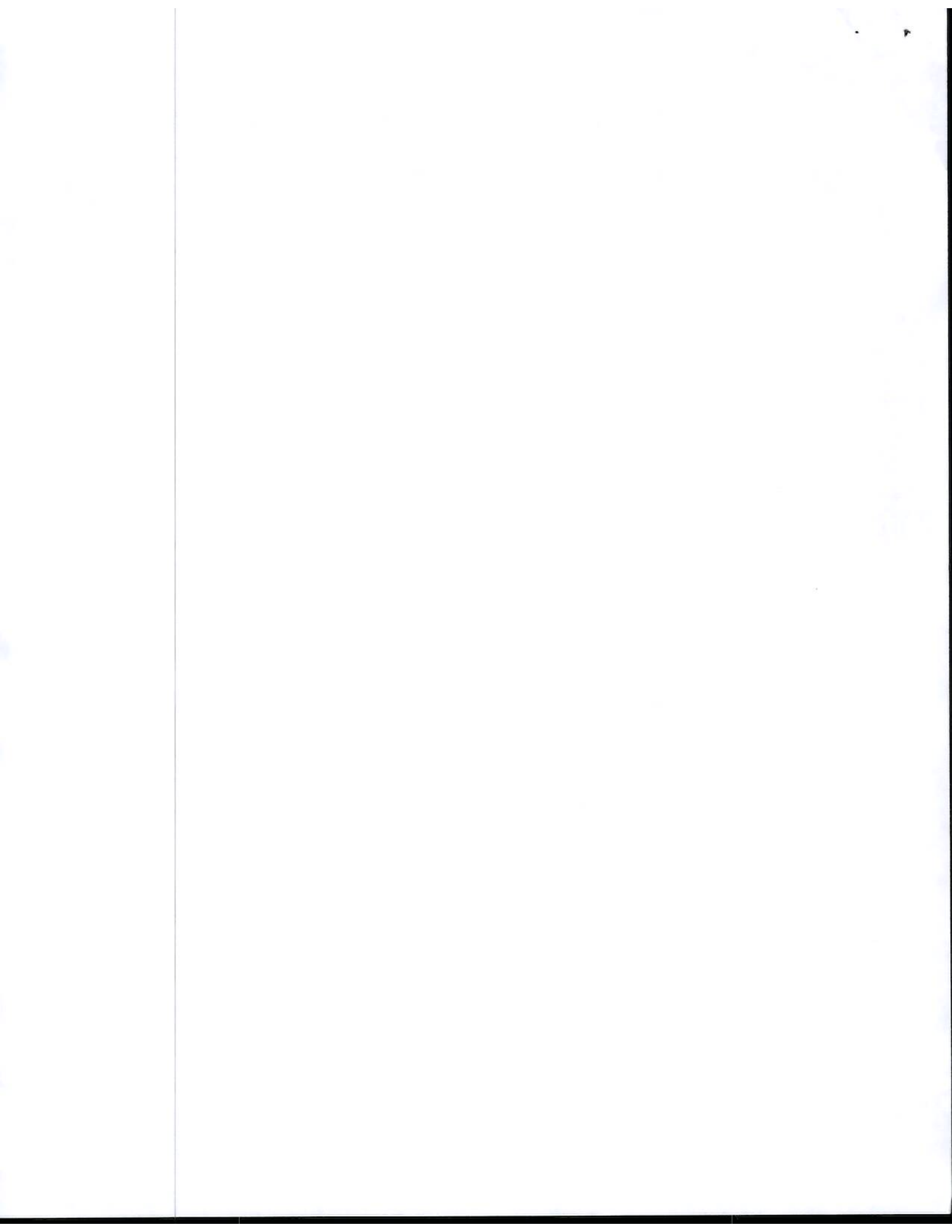
Item 5 – Financials

Keri reviewed the April financials with the Board.

Item 6 - Determine Board Positions

Director Oliver motioned for Mel Kirkland to serve as President. Director Miri seconded the motion and it was unanimously approved.

Director Kirkland motioned for David Oliver to serve as Vice President. Director Carlson seconded the motion and it was unanimously approved.



Director Kirkland motioned for Robert Medure to serve as Treasurer. Director Carlson seconded the motion and it was unanimously approved.

Director Kirkland motioned for John Miri to serve as Secretary. Director Carlson seconded the motion and it was unanimously approved.

Item 7 – Old Business

The Board tabled the RealManage contact information on communication until the next Board meeting.

The Board discussed the Board authorization limit. Director Medure motioned to lower the single Board member authorization limit to \$500 and up to \$2,500 if three Board members approve an emergency expense. Director Oliver seconded the motion. Director Oliver motioned to amend the original motion to reduce the single Board member authorization limit to \$250 and up to \$2,500 if three Board members approve an emergency expense. Director Kirkland seconded the amended motion and it was unanimously approved.

The Board discussed the appointment of ACC members and terms. Director Oliver motioned to rescind the ACC committee chair appointment and hold off on appointing the ACC committee until each member submits a resume which needs to be submitted by the June Board meeting in which the Board members would be temporarily appointed to the ACC to review all request until the committee members are appointed at the June Board meeting. Director Carlson seconded the motion. Director Medure motioned to amend the original motion to not shut down the ACC committee, but rather allow the ACC with the current members continue to function until re-appointment(s) or new appointments are made at the June Board meeting. There was no second to the amendment. Director Kirkland, Oliver, Miri, and Carlson voted in favor of the original motion. Director Medure voted against. Motion passed.

Item 8 – New Business

Keri reviewed the Safeguard Aquatics bid to replace the pump motor at pool 1 in the amount of \$1,109.56. Director Medure motioned to approve the bid to replace the pump motor at pool 1 in the amount of \$1,109.56. Director Oliver seconded the motion and it was unanimously approved.

The Board asked Keri to get multiple proposals to develop design concepts and feasibility for pool 2 upgrade/expansion.

Keri reviewed the Merit bid to top dress and aerate the common areas in the amount of \$9,688.44. Director Oliver motioned to approve the bid to top dress and aerate the common areas in the amount of \$9,688.44. Director Kirkland seconded the motion and it was unanimously approved.

Keri reviewed the Merit bid to perform two days of tree trimming in the amount of \$2,814.50. Director Medure motioned to approve the bid to have two days of tree trimming completed in the amount of \$2,814.50. Director Oliver seconded the motion and it was unanimously approved.

Keri reviewed the Merit bid to install a boulder at the E. Park Street traffic circle in the amount of \$633.26. Director Oliver motioned to approve the bid to install a boulder at the E. Park Street traffic circle in the amount of \$633.26. Director Carlson seconded the motion. Director Oliver motioned to amend the original motion to install the boulder and also research the cost on installing more landscape lighting in the traffic circle. Director Kirkland seconded the motion. Director Kirkland, Oliver, Miri, and Carlson voted in favor. Director Medure voted against. Motion passed.

Keri reviewed the insurance premium with the Board to increase the umbrella policy to two million dollars. Director Kirkland motioned to approve increasing the umbrella policy to two million dollars. Director Oliver seconded the motion and it was unanimously approved.

The Board tabled the DRV flow chart until the next Board meeting.

The Board scheduled the next Board meeting for June 13, 2016 at 7 p.m.

The Board approved for Director Kirkland to e-mail RealManage the yard of the month address.

Item 9 – Executive Session

The Board adjourned to executive session at 9:16 p.m.

Item 10 – Return from Executive Session

The Board returned from executive session at 9:35 p.m.

Item 11 – Oral Summary of Actions taken in Executive Session

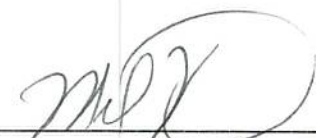
Keri informed the homeowners that the Board approved to waive late fees if the homeowner makes a payment by the end of this month.

Keri informed the homeowners that the Board approved to waive late fees on a homeowners account and denied to waive any of the legal fees.

Item 12 – Adjournment

Director Kirkland made a motion to adjourn the meeting. Director Miri seconded the motion and it was unanimously approved. The meeting was adjourned at 9:35 p.m.

Attest:


6/13/16
Mei Kirkland, President 3
Forest Oaks Homeowners Association, Inc.

