

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON OCTOBER 10, 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 Mel Kirkland, John Miri, and Meri Carlson were in attendance. Board Members David Oliver and Robert Medure were absent. Community Association Manager, Keri Scott was present.

Item 2 – Homeowner Sign-In Speakers

There were no homeowners in attendance that wanted to speak.

Item 3 – Approval of September 6, 2016

The Board of Directors reviewed the minutes from the September 6, 2016 meeting. Director Carlson motioned to approve the minutes as written. Director Miri seconded the motion and it was unanimously approved.

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

There were no items to ratify.

Item 5 – Financials

Keri reviewed the August financials with the Board.

Item 6 – Old Business

The Board tabled the Bylaw amendment until the next Board meeting.

The Board discussed the pool 2 improvement project. The pool committee informed the Board she does not have the time to work on this project. Jennifer will send Keri the scope of work and the Board will try to appoint homeowners to work on this project.

The Board tabled the Clubhouse forms until the next Board meeting.

The Board reviewed the 2017 budget. Director Miri motioned to approve the 2017 budget as revised which includes a \$2 monthly increase in assessments. Director Carlson seconded the motion and it was unanimously approved.

The Board discussed posting the inspections on the Association website. Director Carlson motioned to remove the inspections from the Associations website. Director Miri seconded the motion and it was unanimously approved.

Item 7 – New Business

There were no landscape bids to discuss.

There were no pool bids to discuss.

The Board discussed the Holiday light proposals. Director Miri motioned to approve the Holiday light proposal in the amount of \$5,795 provided a reasonable reimbursement from Silver Oaks Townhomes. Director Carlson seconded the motion and it was unanimously approved.

The Board discussed the UPS POD request to allow a POD in the Clubhouse parking lot for the Holiday season. This helps deliver the homeowners packages faster during the Holiday season. Director Miri motioned to allow the UPS POD in the Clubhouse parking lot from November 10, 2016 until January 13, 2017. Director Carlson seconded the motion and it was unanimously approved.

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

The Board approved Director Kirkland to choose the yard of the month.

Item 8 - Committee Reports

The Holiday event will be held on December 9th with details to be determined.

Item 9 – Executive Session

The Board adjourned to executive session at 8:55 p.m.

Item 10 – Return from Executive Session

The Board returned from executive session at 9:15 p.m.

Item 11 – Oral Summary of Actions taken in Executive Session

Keri informed the homeowners that the Board approved to waive late fees from a homeowners account if a payment in full is made by December 1, 2016.

Keri informed the homeowners that the Board approved a homeowners payment plan with waiver of late fees if paid per the agreement.

Item 12 – Adjournment

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

Attest:



Mel Kirkland, President
Forest Oaks Homeowners Association, Inc.