

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE FOREST OAKS OWNERS ASSOCIATION, INC.
ON JANUARY 25, 2017 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 7:35 p.m. Board Members Mel Kirkland, John Miri, and Meri Carlson were in attendance. Board members Robert Medure and David Oliver were absent. Community Association Manager, Keri Scott was present.

Item 2 – Homeowner Sign-In Speakers

There were no homeowners that wanted to speak.

Item 3 – Approval of December 5, 2016

The Board of Directors reviewed the minutes from the December 5, 2016 meeting. Director Miri motioned to approve the minutes as written. Director Carlson seconded the motion and it was unanimously approved.

Item 4 – Approval of December 13, 2016

The Board of Directors reviewed the minutes from the December 13, 2016 meeting. Director Miri motioned to approve the minutes as written. Director Kirkland seconded the motion and it was unanimously approved.

Item 5 – Act on or Ratify and Reaffirm Board actions considered since last meeting

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

- On December 7, 2016, the Board approved to repair the irrigation in the amount of \$160.42.
- On January 3, 2017, the Board approved to repair the irrigation in the amount of \$337.14.

Item 6 – Financials

Keri reviewed the November financials with the Board.

Item 7 – Old Business

The Board requested the Association's attorney to attend the February Board meeting to discuss the Bylaw amendment.

The Board discussed the pool 2 improvement project. The Board asked Keri to e-mail the homeowners that are interested and request a bio.

The Board reviewed the pool RFP and would like to take the pool committee's recommendation of staying with the current pool vendor for another pool season.

Director Kirkland is waiting on the City of Cedar Park to submit a ROW agreement.

The Board tabled the village paint color until the next Board meeting.

Item 8 – New Business

Keri reviewed the Merit bid to raise the tree canopies in the pool area in the amount of \$974.25. Director Kirkland motioned to approve the proposal in the amount of \$974.25 to raise the tree canopies in the pool area. Director Miri seconded the motion and it was unanimously approved.

Keri reviewed the Safeguard Aquatics bid to replace pump three at pool one in the amount of \$1,136.63. Director Kirkland motioned to approve the proposal to replace pump three in pool one in the amount of \$1,136.63. Director Carlson seconded the motion and it was unanimously approved.

Keri reviewed the Safeguard Aquatics renewal contract with the Board. Director Carlson motioned to approve the renewal contract with Safeguard Aquatics with the contingency that Safeguard Aquatics will add an extra skimmer leaf cleaning once a week in the winter months at no additional charge. Director Miri seconded the motion and it was unanimously approved.

Director Carlson motioned to appoint Andy Wieland to the pool committee. Director Kirkland seconded the motion and it was unanimously approved.

Keri reviewed the proposals with the Board to reseal and restripe the pool parking lots. Director Carlson motioned to approve the PaveCon proposal including the two year warranty in the amount of \$7,639. Director Miri seconded the motion and it was unanimously approved.

Paint the interior of the Clubhouse was tabled until the next Board meeting.

Repair pool one pavilion was tabled until the next Board meeting.

Paint pool house at 708 S. Lynnwood Trl was tabled until the next Board meeting.

Replace the Clubhouse back doors was tabled until the next Board meeting.

Director Miri motioned to appoint Autumn Willmann to the ACC committee. Director Kirkland seconded the motion and it was unanimously approved.

The Board scheduled the next Board meeting for February 13, 2017 at 7 p.m.

The Board approved 1513 Flyway Lane as the January yard of the month.

Item 9 - Committee Reports

There was no committee reports.

Item 10 – Executive Session

The Board adjourned to executive session at 8:45 p.m.

Item 11 – Return from Executive Session

The Board returned from executive session at 9:20 p.m.

Item 12 – Oral Summary of Actions taken in Executive Session

Keri informed the homeowners that the Board approved to send an account to the attorney for non-payment of assessments.

Keri informed the homeowners that the Board approved to send a homeowner to the attorney for a demand letter for two deed restriction violations.

Keri informed the homeowners that the Board approved to waive late fees on a homeowners account if they make a payment in full.

Keri informed the homeowners that the Board approved to waive two fines and late fees from a homeowners account.

Keri informed the homeowners that the Board approved to waive late fees on a homeowners account if a payment in full is made within 30 days.

Keri informed the homeowners that the Board approved an extension until the end of May for a homeowner to plant a missing tree.

Item 13 – Adjournment

Director Carlson made a motion to adjourn the meeting. Director Kirkland seconded the motion and it was unanimously approved. The meeting was adjourned at 9:20 p.m.

Attest:



Mel Kirkland, President
Forest Oaks Homeowners Association, Inc.