



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
June 5, 2019

MEETING MINUTES

- I. **CALL TO ORDER:** CFO, Richard Campbell, called the meeting to order at 6:00 p.m., 2801 Springfield Drive, The Oaks Building.
- II. **ROLL CALL:**  
**Board of Directors:**  
**Present:**
  - Richard Campbell • CFO
  - Rosalie Hayman • Secretary
  - Natalie Trost • Director**Absent:**
  - Bob Jones • President
  - Rick Jordan • Vice President**Management:**
  - Melissa Bell • Association Manager
- III. **CONCENT AGENDA:** *Consent agenda items do not require discussion or debate; they are routine procedures or already have unanimous consent. The consent agenda allows the board to approve all items together without discussion or individual motions. The board may agree to pull any item(s) from the consent agenda and move it under new/old business for discussion or debate. No items were pulled, motion to approve the consent calendar as submitted. Resolved 3-0, motion carried.*
  - A. Affidavit of Notice • Posting Agenda
  - B. Previous Meeting Minutes:
    - 1) May 6, 2019
  - C. Committee Minutes
    - 1) Architectural Committee Minutes
    - 2) Finance Committee Minutes
  - D. Board/Finance Committee Review of April 2019 Financial Statements
    - 1) Lien Resolution
    - 2) Small Balance Write Off = \$4.96 (8 accounts)
  - E. April Expense Transfers = \$11,428.00
- IV. **EXECUTIVE MEETING SUMMARY:** *The Board met prior to the Regular Session Meeting to discuss the following items:*
  - A. Compliance: 4 Landscaping • 1 Sports Equipment;
  - B. Private Matters;
  - C. Administration;
  - D. Legal;
  - E. Personnel;
- V. **REPORTS:**
  - A. ARC Committee: *The following applications were reviewed:*
    - 1) Landscaping • 5 applications
    - 2) Fence Install • 1 application
    - 3) Pool Install • 1 application
    - 4) Exterior Paint • 3 applications



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5) Solar Install • 1 application

**B. Finance Committee/CFO Report:** CFO, Campbell presented the association's financial report month ending April. Total Operating Balance = \$349,980.25 • Total Reserve Balance = \$5,208,816.73 • Year-to-date Net Income (Loss) = \$55,316.23. Outstanding Receivables; There are 111 accounts noted on the delinquency report. *This includes assessments, late fees, interest and CC&R fines = \$47,252.81.*

**VI. OLD BUSINESS:**

**A. Finance Committee Member Appointment**

1) Mr. Nathan Garcin: *Motion to appoint Mr. Garcin to the Finance Committee. Resolved 3-0, motion carried.*

**VII. UNFINISHED (tabled) BUSINESS:**

**A. Financial Business:**

- 1) Reserve Study-Cost Centers
- 2) Open additional operating account – Morgan Stanley

**VIII. OPEN FORUM:** *Comments by Homeowners and brief discussion of those comments. Per civil code, no action may be taken upon a matter raised under this portion of the agenda. Please note that the Board has the authority to limit the time for individual comments and let everyone have a chance to bring items to the attention of the Board.*

- A. Traffic and construction (Whitney Oaks/Park)
- B. Gym Improvements
- C. Lock on emergency vehicle gate
- D. Water truck
- E. Goats
- F. Dying shrubs along Park
- G. Gate cameras
- H. Road work
- I. Safety plan
- J. Wrought Iron fence (Hillcrest)
- K. Evacuation Plan

**IX. ADJOURN:** *No further items to discuss, the meeting was adjourned at 6:57 p.m.*

Respectfully Submitted,

Signed *Rosali J. Hope*  
Signature

Date 7/3/19

*Unofficial until approved and signed*

*Prepared by:*

Melissa Bell, CAMEx / CCAM  
Executive, Association Manager



The Management Trust  
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