

LAKES OF PINE FOREST HOMEOWNERS ASSOCIATION, INC.
BOARD of DIRECTORS MEETING MINUTES
May 21, 2020

A meeting of the Board of Directors of Lakes of Pine Forest Homeowners Association was held on Thursday, May 21, 2020 at 6:00 p.m. via virtual meeting at Dial In #978-990-5000 Access Code 632980#.

I. **EXECUTIVE SESSION — 6:00 p.m.**

IN ATTENDANCE:

• Call to Order/Determination of Quorum

A quorum was established and Director Harold Vance called the meeting to order at 6:00pm. Representing the Members of the Lakes of Pine Forest Homeowners Association, Inc. were:

- John Leech
- Harold Vance
- Val Krupin

Representing Crest Management was:

- Pam Hummel, CMCA, AMS, Community Manager
- Deed Restriction Violation Review

The Board discussed the April Inspection Report.

• Collections

The Board reviewed the Accounts Receivables for the Association.

II. **COMMITTEE REPORTS**

- Bylaws - There was no report given.

• Communications —Julie McKay (Chair)

- Julie McKay, Communications Chair reported that there are currently 262 subscribers to the website and that three welcome letters were delivered to new homeowners. The parking policy has been added to the website, new board members will be updated and the June newsletter is being prepared. Julie asked that any homeowners that have a 2020 graduate are welcome to send her a congratulatory item for the newsletter.

- The Communications Committee reported that they had made inquiries about upcoming/ongoing installations by Centerpoint and/or Verizon in or near LOPF HOA. Centerpoint has no approved 5G projects in our area - none installed, none planned. Centerpoint also stated that 5G installations are quite large, and would not go on a pole, but more likely in a parking lot area. Verizon installation representatives also indicated that they do not have any 5G installations planned along the Queenston corridor or in our general area. They have many installation projects ongoing, but not 5G. Their 5G installations are mostly "in town," while their work in the outlying areas (including LOPF HOA area) are mostly 4G, to bring the outlying areas all up to the 4G level. There are no 5G projects planned near or adjacent to LOPF HOA by Verizon, and Centerpoint does not show any pending or in progress for Verizon or other carriers.

- Finance — Mimi Vance (Chair)

- Mimi Vance, Finance Committee Chair stated that board is moving through the budget quickly and the board needs to keep an eye on spending. The committee is looking to begin preparations for the annual budget. The committee is looking closely at the legal invoices as the coding may be incorrect. There also seems to be a discrepancy with the Lake line item on the Income Statement as it seems that the lake management and repair line items were reversed. There are approximately 33 homes outstanding for assessments.
- Director Leech asked the committee if Reserve funds could be used for recent pool maintenance and repair items. The committee responded that the repair items would need to be compared with the most recent Reserve Study.
- Pam Hummel read the financials from the April 30, 2020 Balance Sheet. There was \$342,282.82 Total Cash, \$250,244.61 Capital Reserve, \$155,828.84 Non Cap Reserve and \$58,331.44 Assessment Receivables.

- Grounds — Del Roberts, Chair

Del Roberts, Committee Chair was not present. Director Krupin reported that the seasonal color has been installed at the main entrance and one of the beds was reduced and redesigned. The next item up for bid is monument cleaning.

Social - There are no social events planned due to COVID-19.

III. OPEN SESSION — 6:37 p.m.

- Call to Order/Determination of Quorum

President, Harold Vance, called the meeting to order at 6:37 p.m. A quorum of Board members was met. Director Vance made a **MOTION to Adopt the Agenda**, with a second by Director Culver. **MOTION PASSED.**

- Disposition of Minutes

Director Vance made a **MOTION to Approve the Minutes** of the April 23, 2020 board meeting. Director Krupin seconded the motion. **MOTION PASSED**

- Ratifications

Pursuant to the authority granted to the Directors in Article 1396-9.10 of the Texas Non-Profit Corporation Act to act by majority written consent without a meeting, upon motion made and duly seconded the motion passed to hereby approve and confirm the following actions of said corporation:

- Pool Office Computer Gear - 290.69. **APPROVED**
- Pool Eyeballs - \$157.76 **APPROVED**
- Pool Chlorinator - \$366.11 **APPROVED**
- Pressure Wash Pool and Restriping Parking Lot - \$2550.00 **APPROVED**
- Toilet Seats and Light Bulbs - \$170.00 **APPROVED**
- Computer Set Up Items for Card Reader - \$320.00 **APPROVED**
- AT&T to install new phone line at pool for card reader - **APPROVED**

• Business

- Executive Meeting Decisions: Director Vance motioned to send the following accounts to the attorney for collections: 2190101004, 2190304009 and 2190602021. The following account will be sent to the attorney for deed restriction violations: 2190102032. . Director Culver seconded the motion. **MOTION PASSED**
- Director Vance spoke about the installation of the proximity cards and the pool card reader. The homeowners will be notified when the cards are ready for distribution. The playground will open once Harris County lifts the order. The pool will open on Saturday, May 23, 2020.
- Director Vance motioned to appoint Heather Downs to the board to fill a vacant position that was left by Robert Charpiot. Director Leech seconded the motion. **MOTION PASSED**
- Pam Hummel presented bids for the Reserve Study. Director Vance motioned to table for further review. **TABLED**

• Homeowner Open Forum

- A homeowner asked about what could be done about people racing through and around the neighborhood.
- A homeowner asked for homeowners to not be so negative on social media and to raise the level of civility to neighbors.
- A homeowner asked how many people were interested in a neighborhood watch and could the board reach out to other boards about how they handle a neighborhood watch.
- A homeowner announced that three Lakes of Pine Forest homeowners were seated as MUD board members.

• Scheduling of Next Meeting

- The next board meeting will be June 18, 2020. Venue to be determined.

• Adjournment

- There being no more business to put before the board, Director Krupin motioned to adjourn the meeting, Director Vance seconded and the motion was carried to adjourn at 7:57 pm.

Sign Approved at virtual meeting

Date 6/18/2020

David Kern