

**LAKEWOOD COVE HOA  
BOARD OF DIRECTORS MEETING MINUTES**

**DATE:** August 14, 2024

**TIME:** 7:00PM

**PLACE:** Sterling Kingwood Office – 1521 Green Oak Place, Suite 196 – Kingwood, TX 77339

**ATTENDEES:**

Board members Denise Moore and Kaci Sheridan were present. Jorge Avalos was represented by proxy to Kaci Sheridan. Gina Keller and Brooke Brittan attended representing Sterling ASI. Four homeowners were in attendance.

**Call to Order**

Denise made a motion to call the meeting to order and adopt the agenda at 7:00PM, which was seconded by Kaci.

**Approval of Meeting Minutes**

Kaci made a motion to approve the meeting minutes from the April 29, 2024 regular meeting of the Board, seconded by Denise Moore, and unanimously approved.

**Financial Report**

Gina Keller reviewed the financials as of July 31, 2024. The operating account has a balance of \$86,037.14, the reserve account has a balance of \$97,718, and the total of all accounts is \$183,755.14. Checks written during the month of July from the operating account totaled x. There were no reserve expenses.

**Old Business**

**Review Amended Bylaws**

The Board was provided copies of the drafted Amended and Restated Bylaws. The draft has been sent back to the attorney for revision on Article V. Section 1 to change the number of board members from 5 to 3-5, dependent on apathy.

**Monument Lighting-** Project has been completed.

**Walking Trail-** Project has been completed.

**Purchase Additional SIM Cards for Cameras**

Additional SIM cards are required for the trail cameras. Denise made a motion to approve the purchase of SIM cards, seconded by Kaci.

**New Business**

**Well Issues/Permit/Irrigation**

The well has been turned off and is no longer being used to water the flowers at the entrance. Kaci mentioned that the Board previously agreed not to water flowers at the entrance due to the cost. Gina advised the Board that once a well permit is removed, it cannot be obtained again. Board members were in favor of keeping the permit.

**Additional Landscaping**

The electric easement needs to be cleared and regularly maintained. Kaci will contact the landscaper to add this to his schedule. A scope of all work to be performed by the landscaper should be recorded.

**Mowing Behind Laurel Sage**

The cost to mow the fence line behind Laurel Sage once per month is \$100/month. Denise made a motion to approve the monthly expense, seconded by Kaci. All maintenance performed on the property will be documented and the owner will be noticed of the regular maintenance in order to proceed with placing a lien on the property.

**Add Microsoft Office to HOA Computer**

Kaci made a motion to approve the purchase of Microsoft Office for the HOA computer for \$70, seconded by Denise.

**Remediation of 402 Laurel Sage Back Yard**

The clearing of the strip behind Laurel Sage caused the fence to fall and resulted in damage to the ground at 402 Laurel Sage. The Board agreed to get bids to remove roots and add soil to level the ground. Any work done will be documented along with the with the maintenance to the strip behind Laurel Sage.

**Other New Business**

Kaci mentioned that the fences around the pond appear to be rotting and should be addressed, although it is not urgent.

**Legal Authorizations**

Approval of proceeding with liens on #22306296 and #22306302.

**Executive Session Summary**


Discussion of delinquent accounts.

Discussion of deed restriction violations.

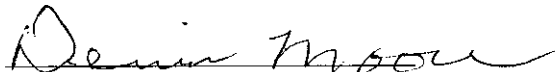
**Adjournment**

With no further business to discuss, the meeting was adjourned at 8:48PM.

Meeting minutes were prepared by:

  
Brooke Brittain, Sterling ASI

Accepted by:

  
Denise Moore, President Lakewood Cove HOA