

WHITE OAK FOREST PROPERTY OWNERS ASSOCIATION

MINUTES for the SPECIAL BOARD MEETING for Annual Officer Training

March 05, 2024, 2:00 PM at 23618 White Oak Forest

Members were given at least 72 hour notice on www.wofpoa.com and an emailed Agenda which encourages members to observe the meeting. This fulfills TPC 209.0051 OPEN BOARD MEETINGS requirements.

PERSONS IN ATTENDANCE

2024-25 ELECTED OFFICERS

President, Royce Huseman
Vice President, Tracy Wilson
Treasurer, Emily Zugar
Secretary, Hermelinda Carrasco

APPOINTED OFFICERS

CALL TO ORDER

The President's call to order at 2:00 pm

Minutes of the March 13, 2023 Meeting were read and approved by all board members.

Reading of the February 15, 2024 Annual Meeting Minutes for approval. Minutes approved by all board members for the 2024 Annual Meeting.

TRAINING SESSION was LED BY CONTINUING OFFICERS

RESOURCE

Each Officer's Notebooks were issued along with copies of Robert's Rules.

PROCESS

1. Discussed "Ethics for HOA Board Members".
2. Scanned the Table of Contents for each Section of the Notebook to become familiar with the resources that needed review as various situations arise.
3. Viewed specific Sections of the Officer Notebooks to examine the details of how the Board fulfills its responsibilities and to consider the reason for procedures established by past Boards.

Discussed

1. Consideration and appointment of former Board Members as Ex-Officio for assistance in the transitions of new board members.
2. Actions that new Board Members need to complete in order for Amegy Bank to change their records.

Meeting Adjourned at 3:30pm by motion made by Emily Zugar and seconded by Tracy Wilson.