

WHITE OAK FOREST PROPERTY OWNERS ASSOCIATION

MINUTES for the SPECIAL BOARD MEETING for Annual Officer Training

February 22, 2022, 6:30 PM at 23867 White Oak Court

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

2022-23 ELECTED OFFICERS

President, John Ochosky
Vice President, David Zientek
Secretary, Leanna Lawson

APPOINTED OFFICERS

Research Assistant, Charlotte Johnson
Custodian of Records, Linda Whitehorn

OTHERS

Former President, Tracy Wilson
Former Treasurer/Secretary, Emily Zugar

CALL TO ORDER

The President's call to order at 6:49pm

The **President** directed attention to the **February 01**, 2022 Annual Meeting Minutes for approval. The Minutes were approved by all board members present. Former Secretary, Emily Zugar, stamped and signed.

TRAINING SESSION was LEAD BY THE RESEARCH ASSISTANT and OUTGOING OFFICERS

RESOURCE

Each Officer's updated Notebook.

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 8:28pm by motion made by Leanna Lawson and seconded by David Zientek.