



**OAK HARBOR OWNERS ASSOCIATION**  
**OAK HARBOR ~ TANGLEWOOD SHORES**

**OHOA MEETING MINUTES**

**OCTOBER 9, 2021**

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**PRESENT:**

**Board Members:** Glenn Hughes, Cody Rodgers, John Garvin, Nelda Edwards, Kirsten Kirlin, Cile Stokes, Jim Skains, Judy DeChant,

**Bookkeeper:** Glenn Hughes

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**ABSENT:**

**Board Members:** Joe DeChant

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Glenn Hughes, President, called the meeting to order at 9:31 and asked for volunteers to give the invocation. Dave Jones volunteered and gave the invocation. There were 8 board members and 11 residents in attendance.

**September 11, 2021** minutes have been approved and posted on the website.

Glenn announced the appointment of the third member of the Architectural Control Committee has been selected. Rodney Johnson has agreed to serve on the committee...

**Bookkeeper/Treasurer Report:** Jim Skains reported reviewed the September 2021 Cash Status report. Jim reminded everyone that income will most likely drop the next few months due to not expecting a lot more assessment fees being paid. The biggest expense we had for September was to Groom & Sons for material to refurbish the picnic tables placed at the boat ramps, and spray for insects at the annex building. Cody made a motion September 2021 Cash Status report being approved as read. Jim seconded the motion. They will be posted on the Website.

**Nuisance/Neighborhood Watch:** Beth Jones, chairperson reported people are getting better about locking gates at fishing piers but we still need to check them when doing neighborhood watch ride around. Beth has talked with the electric company supervisor regarding street lights not working. She is to set up a meeting with the supervisor in the next few weeks to ride together to show him lights not working and find out why and which ones can be turned on. Supervisor did inform her if we want any new lights the OHOA will have to purchase them and hire someone to install them. She will report the information at the next Board meeting after their meeting. She will give the Board a recommendation on which lights should/could be turned on and the approximate costs. She reported she can always use help for the Crime Watch when people are unable to do their day and will have sign-up sheets available at today's event as well as all future events.

**TOYS-4-TOTS:** Roberta Tyreman, chairperson, reported she will be getting the raffle tickets and signs next week. Cile reported she has some signs and a banner, that have been used in the past and will get them to Roberta. The Toy Run will be in November and she has sign up sheets available. Roberta suggested handing out some type of information about the POA to everyone that donates a toy or money. Jim Skains reported he has been looking at an idea of a magnet with the POA information, i.e. phone numbers and web addresses on it for new homeowners. After discussion it was agreed this would be a good idea. Jim made a motion that the magnets be made, motion seconded by John Garvin, all approved,

motion carried. Glenn reported he has been working on a magnet and will get Jim to finalize and have ready for Toys 4 Tots campaign.

**Architectural Control Committee:** Cody Rodgers reported there were 3 permits given in August, September they consulted with several people and so far in October 2 permits have been issued. Two new signs regarding new structures, additions, etc. have been ordered and received. They are red signs, therefore hopefully making them more visible. Glenn asked for volunteers to hang the new signs replacing the old ones. Jim Baker and Jim Skains volunteered to hang the signs. John Garvin asked if the new permits were ready to be used and reminded a Board that due to Senate Bill 1588 section 11 the form must give the following information. "notice of denial must be provided to the owner meeting the requirements therein, etc." There was discussion on the pros and cons of putting this on the forms but agreed that due to state regulations it must be on form. **Glenn will provide Jim the correct wording.**

**SOCIAL COMMITTEE:** Nelda suggested a committee be formed to plan activities for the community to become more involved and have more events to get to know each other. Jim made a motion to form a Social committee with Nelda as chairperson. Kirsten seconded the motion. Nelda asked for volunteers. Debbie Skains, Judy DeChant, Cody Rodgers, Beth Jones and Charlene Baker all volunteered to serve on the committee. Nelda advised that all activities will be put on our Facebook page and web page when events are planned and the committee will be developing a questionnaire asking residents what type of they would like to see in the community. Jim Skains volunteered to help develop the questionnaire. Kirsten volunteered to help develop the questionnaire.

**OTHER BUSINESS:** Jim Skains proposed a "Maintenance Committee" be formed. The purpose of this committee would be to inspect all POA properties, recommend proper procedures for any necessary repairs, perform maintenance on POA properties as necessary, keeping in mind when feasible save cost when doing so and develop protocol and procedures to establish a regular schedule of maintenance. The committee will report to the Board on a monthly basis. The following people volunteered to work on this committee; Cody Rodgers, Jim Baker, John Garvin and Jim Skains. Cody Rodgers made a motion to form a Maintenance Committee as discussed. Kirsten seconded, all agreed, motion carried. Jim Skains reported to the Board he has done an analysis of the funds we have and is in the process of developing a budget for the association. He hopes to have it ready by the next meeting. Jim has also been reviewing IRS rules to be sure we are in compliance. He has discovered the IRS recommends an audit be done 3 or 4 times a year. The Texas Attorney General recommends once a year. Jim will get with Glenn to do an audit as soon as possible especially since our fiscal year just ended.

Cile asked if records could be accessed by Jim yet. We need to get this item taken care of before Glenn goes on vacation in case someone needs to know about dues for permits and/or the selling of property. We do not want to have to wait on Glenn's return. The Board agreed this is a must. Jim, as treasurer, will get with Glenn to get this access. Jim also stated he would like to start working on getting some of the past dues collected.

**Photos with Santa:** Glenn and Cathey have agreed to play Santa and Mrs. Claus for photos with kids in the neighborhood. The Social Committee will work on a schedule and get with Glenn to determine best dates and times for them.

**Annex building:** A resident asked what had been determined, if anything, about renting the annex building and what the cost would be. Nelda reminded everyone this had been discussed and voted on at the annual meeting and could not be changed. She read the minutes from the meeting with the costs.

Jim Skains reported he, James Baker and John Garvin have been cleaning out the maintenance building behind the annex building as well as the yard area. It looks as if the swimming pool needs some more dirt

over it as the dirt as shrunk. The new Maintenance Committee will get together and come up with a recommendation on how to handle this issue.

Glenn thanked everyone for the hard work they have done in getting the annex area cleaned up for the "Fun Day" which is being held today starting at noon. Glenn encouraged everyone to come back and enjoy chili dogs and games and getting to know others.

John Garvin announced he was calling an Executive Board meeting as soon as residents left the meeting.

Jim made a motion the meeting be adjourned.

Kirsten seconded the motion. All approved.

Meeting adjourned at 10:41 am



Submitted by:

*Nelda Edwards, Secretary*

*October 9, 2021*

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Nelda Edwards, Secretary

Date