

WESTBOURNE HOME OWNERS ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
SATURDAY, JUNE 7, 2025

Minutes of the Board of Directors Meeting of Westbourne Homeowners Association, Tomball, TX, held at 11735 Westlock Dr, Tomball, TX 77377 at 8pm on the 7th of June, 2025

I. Call to Order

The Board President called the meeting to order at 8:00 PM

II. Roll Call of Board/Establish Quorum

Present: Eileen Kuykendall, Kate Masternak, Antonio Ruiz and Felix Ruiz

Quorum was established

Also present: Community Manager SueAnne Wake, a community resident

III. Vote to Authorize Virtual Participation for Future Board Meeting

The Board discussed the potential benefits of authorizing virtual participation for future meetings. Emphasis was placed on increased flexibility, and improved efficiency in conducting board business, which would benefit both Board members and community residents.

The Board considered resident input and decided to maintain regular quarterly in-person meetings while opting for virtual participation for special meetings that would occur in between.

The motion to enable virtual participation for special meeting was approved.

IV. Executive Session - Review of Collection Actions and Consideration of Legal Referral

The Board examined a specific delinquency account requiring immediate attention, weighing potential risks and benefits of accepting partial payment of the outstanding amount. The board decided not to pursue further collection efforts, including potential foreclosure proceedings, and instead opted to accept the partial payment that would satisfy the outstanding assesment. The Board also decided to consider conditional waiver of incurred legal fees. Delinquent owner will be notified via certified letter prepared by the Board President and approved by the Board members.

The Motion to cease legal action against the account has passed.

V. The next Board Meeting is scheduled for August 26th. The meeting was adjourned at 9:45 PM.

K. Masternak

Kate Masternak/Secretary