

Lakewood Forest Civic Association
February 3, 2025
Minutes

Meeting called to order at 7:15.

In attendance:

Lori Estepp – President

Jamie MacKeen – Vice President

Scott Johnson – Treasurer

Terri Cole – Recording Secretary

Hector Rojas

Melody Rojas

No guests were in attendance

Approve minutes from 1/7/25

Motion to approve the minutes as presented was made by
Melody Rojas.

Motion was seconded by Hector Rojas.

Minutes were approved unanimously.

Treasurer's Report covered.

Mail call – Insurance documents received, Lori received a statement from the storage unit and will consult with the unit managers to verify charges.

Administrative Reports:

1. Membership dues received from Fund – Scott will update after HOA election
2. PO box - Annual rent due 04/05/2025 – Lori will take care of this
3. Texas SOS report due 05/16/2025 – Scott will take care of this
4. LRC annual dues (due in May - We are not members but we are shareholders)

5. Insurance D&O Liability (Weimer Insurance) - Due 11/25
6. Insurance - Treasurer Indemnity (Higginbotham) - Due 11/25
7. Storage Unit - Paid thru 12/31/25 (lease is month to month so we could have a subsequent bill due if rent increases. Updated gate code is *11720#
8. Contract with HOA for Billing, Etc. \$300 - Tabled
9. Add Jamie MacKeen as signatory on bank account – Jamie agrees. An appointment will be made with the bank.

Garden Club Liaison – Terri Cole – Yard of the Month is no longer taking place and will probably not be reinstated. There is probably no need for a liaison.

Web Page Liaison - Melody Rojas – Melody will look into moving responsibilities from Jodi to her.

Email Blast to residents: Contact Shiesha Sparrow, fund manager at gm@lakewoodforestfund.com

Update LFCA webpage on Fund website - contact Jodi Cole

LFCA Facebook Page - Hector Rojas – nothing to report

Nextdoor LRC Newsletter - Contact Shannon, LRC manager, at 281-376-1893 or lakewoodresidentsclub@gmail.com

Committee/Project Reports:

1. Curb Numbers - Completed (phase 1 spring of 22, phase 2 spring of 23, phase 3 fall/winter 24. Resumes with Phase 1 in spring of 27 or 28
2. Lakewood Forest Garage Sale – Tentatively planned for weekend after Mother's Day (May 11). Garage Sale would be held the weekend of the 16th.

3. School Donations (Hamilton Middle School and Willow Wood Junior High -\$500 each) – Terri will take care of this
4. National Night Out
5. Breakfast with Santa
6. Christmas Party
7. Egg Hunt - Easter is on April 20th. Poppe park pavilion is reserved for Sat. April 12
8. 4th of July Parade
9. Clothing Swap – Weekend before tax-free shopping weekend
Tentatively scheduled for 8/2
10. Military Book Drive – Discussed program and budget

Old Business: Approve Budget for Fiscal Year 2024/25

Budget discussed as proposed on 1/6/25

Discussion regarding garage sale signs took place. It was agreed that signs that are easier to install would be researched in lieu of paying someone to hang the signs.

Terri made a motion to approve budget as drafted. Melody seconded the motion. Budget was approved unanimously.

New Business:

Ideas for Neighborhood Events/Improvement – Keep ideas in mind to present in the future – ideas included holiday decorating contest, block captains, bingo nights

Review updated Bylaws supplied by former Pres., Jodi Cole - Tabled

Reimbursements

Scott made a motion to adjourn the meeting. The motion was seconded by Hector. The motion passed unanimously. Meeting adjourned at 8:15.