

THE OAKS CONDOMINIUM ASSOCIATION
A TEXAS NON-PROFIT CORPORATION

THE OAKS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING – GENERAL SESSION
MONDAY, FEBRUARY 18, 2019
MINUTES

The general session of the Board of Directors meeting for The Oaks Condominium Association was called to order at 7:06 p.m.

Present

Dennis McGregory
Kathryn Moose
Richard Krychowecky
Brad Lumb
Bill Berry
Phyllis Williams

Absent

Jim Sallee

Also Attending: Bruce Hadwin, Property Manager

MINUTES

The minutes from the general session of the January 28, 2019 meeting were presented.

MOTION - Mr. Krychowecky made a motion to approve the general session minutes from the January 28, 2019 meeting as presented. Mr. Lumb seconded the motion. The motion was approved by vote of the Board of Directors.

PRESIDENT'S REPORT

Mr. McGregory provided the President's report. He introduced and welcomed the The Oaks of Woodlake's new property manager, Bruce Hadwin; Mr. Hadwin had recently served on the Association's Board of Directors up until the sale of his condominium unit in December 2018. Mr. McGregory also announced that earlier in the evening, during an executive session, the Board of Directors had approved an Ask Before You Alter request to replace its wood fence made by the owner of Unit 697.

TREASURER'S REPORT

Mr. Hadwin provided the Treasurer's report for the period ending on January 31, 2019.

The Association collected \$267,162.66 for the month, which was \$11,681.66 more than the budgeted amount of \$255,481.00. The total amount collected year to date is \$1,295,152.30, which is \$17,747.30 more than the budgeted amount of \$1,277,405.00.

The Association spent \$25,533.13 for the month on maintenance and repairs, which was \$4,609.87 less than the budgeted amount of \$30,143.00. It spent \$136,565.55 year-to-date on maintenance and repairs, which was \$18,540.45 less than the budgeted amount of \$155,106.00.

The Association spent \$261,552.80 for the month on operating expenses, which was \$35,788.80 more than the budgeted amount of \$225,764.00. It spent \$1,085,364.58 year-to-date on operating expenses, which was \$4,353.58 more than the budgeted amount of \$1,081,001.00.

The Association's total balance in its operating account and petty cash account is \$96,566.49. The total cash balance in its reserve accounts is \$1,460,315.23. The Association's total assets amount to \$1,556,881.72 as of January 31, 2019.

MANAGER'S REPORT

Mr. Hadwin presented the Manager's report and utilized the opportunity to inform the Board of Directors that the maintenance staff had worked diligently during the property manager transition and that he did not anticipate any significant delays in addressing maintenance concerns. He also encouraged the residents and unit owners in the audience to continue to submit maintenance requests to the management office as needed; there has been no change to the submission process.

BUSINESS

--- Pool Deck Replacement:

Mr. Hadwin informed the Board that Southern Concrete Raising had been hired to perform replacement of six sections of concrete decking adjacent to the northwest pool. He anticipates the work will begin in April. Mr. McGregory added that the work will not include surface coating the concrete because The Oaks of Woodlake's past experience with concrete surface coating was that it quickly peeled and did not stand up well to Houston weather.

--- Pool Deck Resurfacing:

Mr. McGregory reported to the Board that the northeast pool was currently being renovated by the Association's maintenance team. He explained that the staff had encountered delays caused

by recent rainfall, but he hoped that the pool would be repaired and resurfaced shortly.

--- Staircases - Unit 578 and Unit 648:

Mr. McGregory informed those in attendance that staircase replacement had been approved by the Board of Directors at its meeting in January for the staircases leading to Unit 578 and Unit 648. This work will be performed by D&C Contracting.

--- Water Expenses:

Mr. Hadwin reported that the Association had received an excessively high water bill from the City of Houston in early January. This anomaly was immediately reported to Houston city services and he is currently working with city personnel to identify the cause of the problem. He stated that the property is not experiencing any abnormally soft ground that would typically occur with an underground water leak, suggesting the issue may be caused by a malfunctioning meter.

--- Financial Audit, Tax Preparation and Annual Meeting:

Mr. Krychowecky advised the Board he had contacted Joseph Stoller concerning the Association's 2019 financial audit, tax return preparation, and annual election monitoring. He recommended the Board afford Mr. Stoller additional time to submit one or more proposals before approving any bids. The issue was tabled.

--- Tree Removal and Pruning:


Mr. Lumb presented a proposal from Urban Foresters for the removal of a tree near Unit 49, as well as, the pruning of five additional trees on the property. Mr. Krychowecky recommended Mr. Hadwin seek additional bids before making a decision. The issue was tabled.

ADJOURNMENT

MOTION: Mr. Krychowecky made a motion to adjourn the meeting. Mr. Lumb seconded the motion. The motion was approved by vote of the Board of Directors.

APPROVAL

Approved this the 20 day of MAY, 2019.

By: 
Brad Lumb, Secretary


Dennis McGregor, President