

LAKEWOOD FOREST FUND, INC.

MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF LAKEWOOD FOREST FUND, INC. HELD ON MONDAY, NOVEMBER 7, 2016 AT 7:00 PM AT LAKEWOOD FOREST FUND OFFICE, 12415 LOUETTA ROAD, CYPRESS, TX 77429

DIRECTORS PRESENT

Paul Marshall, President
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Bob Lewis, Trustee
Sandy Matto, Trustee

DIRECTORS ABSENT

Boe Bowen, Vice President

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Lieutenant Garza, Harris County Constable Precinct 4
(2) Resident(s) present

ESTABLISHMENT OF QUORUM, CALL TO ORDER AND ADOPTION OF AGENDA

Due to the notice of the meeting having been given and a quorum being present, the open session meeting was called to order at 7:00 pm with P. Marshall presiding and H. Flores assisting in recording the Minutes.

SECURITY REPORT

Lieutenant Garza provided an overview of incidents for Lakewood Forest during the month of October 2016 which included a total of 391 contract calls.

HOMEOWNER FORUM

No discussion held during homeowner forum.

CONSIDERATION OF MEETING MINUTES

On a motion duly made by S. Johnson, seconded by Bob Lewis, through unanimous vote, the open session meeting minutes from September 12, 2016 and October 3, 2016 were approved as presented.

INDIVIDUAL TRUSTEES

- National Night Out Committee: S. Matto informed Board that planning for 2017 event would commence in first quarter 2017.
- Security Committee: Tabled; updates given during Security Report.
- Coffee with A Cop Holiday Event: Tabled due to time constraints; being reconsidered for 2017,

TREASURER'S REPORT

Financial Overview: Financial review as of October 31, 2016 provided to Board reflected the following year to date figures:

- Total Operating Fund: 409,746.52
- Total Reserve Fund: 500,000.00
- Collection Rate: 98.76% fully collected
- YTD Operating Expenses over budget by \$ 68,086.30

GENERAL MANAGER'S REPORT

- Replacement of PVB on Jones Road tabled for re-evaluation in February 2017.
- On a motion duly made by B. Lewis, seconded by S. Johnson, through unanimous vote, the board approved Sam's Mobile Cleaning Bid #649 for window and gutter cleaning and pressure washing of Fund/Constable building.
- On a motion duly made by B. Lewis, seconded by S. Matto, through unanimous vote, the board approved reallocating reserve interest to reserve account from operating account.
- On a motion duly made by P. Marshall, seconded by S. Johnson, through unanimous vote, the Board approved closing Prosperity Bank account due to monthly analysis fee which was just recently implemented.
- Coalition Committee discussion tabled to allow time for additional research.
- Dropbox link provided to Board to allow viewing of Violations, ACC and Open Work Order Reports.

SCHEDULING OF NEXT MEETING

The next Meeting of the Board of Directors will be held at the Lakewood Forest Fund Office, 12415 Louetta Road, Cypress, TX 77429 commencing at 7:00 on Monday, December 5, 2016.

ADJOURNMENT OF OPEN SESSION

There being no further business, the open session meeting adjourned at 7:42 pm.

Approved



Date

12/5/16