

LAKWOOD FOREST FUND, INC.

Agenda for:

**Reconvening of 2019 Annual Meeting and Special Meeting of Members
2019 February Monthly Meeting of Board of Trustees**

This agenda serves as notice to all owners of Lakewood Forest Fund, Inc. that a Meeting of the Board of Trustees is scheduled as noted below to review and discuss the listed topics and business of the association.

Date: Monday, February 04, 2019

Time: 7:00 PM Open Session

Location: Lakewood Forest Fund Office, 12415 Louetta Road, Cypress, TX 77429

RECONVENING OF 2019 ANNUAL MEETING AND SPECIAL MEETING OF MEMBERS 7:00 to 7:05

1. Establishment of Quorum, Call to Order, & Adoption of Agenda
2. Results for 2019 Election of Trustees
3. Results for Vote of Second Amendment of Restated By-laws of Lakewood Forest Fund, Inc.
4. Adjournment of 2019 Annual Meeting and Special Meeting of Members

OPEN SESSION I

1. Establishment of Quorum, Call to Order, & Adoption of Agenda **7:05**
2. Security Report **7:05 to 7:10**
 - (a) Security Committee Update: B. Lewis, Chairperson
3. Homeowner Forum **7:10 to 7:20**
4. Consideration of Open Session Minutes of Prior Meeting **7:20 to 7:25**
5. Committee Reports
 - (a) Community Outreach/Events Update: S. Matto, Chairperson **7:25 to 7:30**
6. Treasurer's Report
 - (a) Monthly Financial Summary Report **7:30 to 7:35**
7. New Business **7:35 to 7:50**
 - (a) Spring Gardens Apartments/Low Income Housing Unit
 - (b) Accounting / Administrative Issues
 - Fraud Letter for Lakewood Forest Fund Representatives
 - Tax Issues (2018 / 1099 and W2 filings)
 - 2019 Monthly Meeting Schedule
 - Review of 2019 Trustee Resolution/Confidentiality Agreement
 - Reimbursement from Lakewood Forest Civic Association for 2018 Activities
 - Electronic Newsletter
 - (c) Insurance Issues
 - Proceeds for Grant Wall Perimeter Wall Claim
 - 2018 Annual Workers Compensation Audit / Hartford
 - Review of 2019 Statement of Values

- (d) Common Area Issues
 - Spring Seasonal Color
 - Removal of (1) dead tree and trimming of (1) pine tree
 - Repainting of various monuments and monument lettering
- 8. Old Business **7:50 to 8:00**
 - (a) Common Area Issues
 - DTP Erosion Point 8 Project
 - Engineering assessment of bids submitted for Grant Road Wall Replacement
 - Streetlight Audit/Upgrade to LED
 - (b) Pending Issues
 - Grant Road Wall Survey
 - LED Billboard
- 9. Adjourn Open Session I – Reconvene in Executive Session **8:00**

EXECUTIVE SESSION

An HOA Board may convene in executive session and exclude members to discuss personnel matters, attorney-client privileged communications, litigation, private owner information or matters involving an owner's request for confidentiality, contract deliberations or enforcement actions. Decisions made in executive session will be generally stated and noted in the meeting minutes.

- 10. Scheduled owner hearings
 - Hearing #1 **8:00 to 8:05**
 - Hearing #2 **8:05 to 8:10**
- 11. Consideration of Executive Session Minutes of Prior Meetings **8:10 to 8:15**
- 12. Executive Session Matters: Owner Hearings & Complaints, Insurance **8:15 to 8:45**
 Related Matters, Contract Issues, Collection Matters/Pending Litigation, ACC & Deed Restriction Matters/Pending Litigation, Other
- 13. Election of Officers and Appointment of ACC Committee Members **8:45 to 8:50**
- 14. Adjourn Executive Session – Reconvene in Open Session II **8:50**

OPEN SESSION II

- 15. Establishment of Quorum, Call to Order **8:50**
- 16. Recap of Executive Session **8:50 to 9:00**
 - Initiation of Enforcement Actions
 - Review of Pending Litigation
 - Approval of Expenditures
 - Results of Election of Officers and ACC Committee Members
- 17. Scheduling of Next Board Meeting: Monday, March 4, 2019
- 18. Adjourn Open Session II **9:00**