

**LAKWOOD FOREST FUND, INC.**  
**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, September 10, 2018 **Time:** 7:00 PM Open Session

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

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**AGENDA**

**OPEN SESSION**

1. Establishment of Quorum, Call to Order, & Adoption of Agenda
2. Security Report **7:00 to 7:05**
  - (a) Security Committee Update: B. Lewis, Chairperson
3. Homeowner Forum **7:05 to 7:10**
  - (a) Real Estate Update: B. Lewis
4. Consideration of Open Session Minutes of Prior Meeting **7:10 to 7:15**
5. Individual Trustees /Committee Reports
  - (a) Community Outreach/Events Update: S. Matto, Chairperson **7:15 to 7:20**
  - (b) Maintenance Committee Update: M. Lindauer, Chairperson **7:20 to 7:25**
  - (c) Establish and fund a Contingency Account: M. Lindauer, Chairperson **7:25 to 7:30**
6. Treasurer's Report
  - (a) Monthly Financial Summary Report **7:30 to 7:35**
  - (b) 2019 Open Session Budget Review **7:35 to 7:50**
7. Old Business **7:50 to 7:55**
  - (a) 2018 Final Audit and Management Letter
  - (b) 2018 Owner Code of Conduct for Board Meetings
  - (c) Aerial video of waterways within Lakewood Forest
8. New Business **7:55 to 8:00**
  - (a) Board Leadership Development Workshop
  - (b) Landscaping Issues
  - (c) Other Common Area Issues
  - (d) Job Responsibilities for 2019
9. Scheduling of Next Board Meeting: Monday, October 01, 2018
10. Adjourn Open Session – 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.*

11. Scheduled owner hearings **8:00 to 8:10**
12. Consideration of Executive Session Minutes of Prior Meetings **8:10 to 8:15**
13. Executive Session Matters: Owner Hearings & Complaints, Insurance Related Matters, Contract Issues, Collection Matters, ACC & Deed Restriction Matters, Other **8:15 to 8:45**
14. 2019 Executive Session Budget Review **8:45 to 9:00**
15. Adjourn Executive Session – Recap in Open Session – Adjournment **9:00**