



AGENDA FOR DECEMBER 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 association.

Monday, December 2, 2019 - Open Session commences @ 7:00 pm
Lakewood Forest Fund Office, 12415 Louetta Road, Cypress, TX 77429

OPEN SESSION I

- 7:00 -Establishment of Quorum, Call to Order, & Adoption of Agenda
- 7:00 to 7:10 -Security Report
- 7:10 to 7:15 -Consideration of Open Session Minutes of Prior Meeting
- 7:15 to 7:20 -Community Events/Outreach Report
- 7:20 to 7:25 -Treasurer's Report
- 7:25 to 7:30 -New/Old Business
 - * NB-01: 2020 Meeting Dates
 - * OB-01: 2020 Board Candidate Solicitation Notice
 - * OB-02: Update on Grant Road Wall Project

- 7:30 to 7:40 -Homeowner Forum

Residents should submit questions in writing at start of homeowner forum and include email address as this allows the Fund Office to follow up if needed. Due to time constraints, each resident is allotted approximately 3 minutes discussion time. The Board will not discuss any personnel matters or other issues which should be discussed in Executive Session during this time.

- 7:40 -Scheduling of next meeting: Monday, January 13th & adjournment of Open Session I, reconvene in Executive Session

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 open session meeting minutes.

- 7:40 -Establishment of Quorum & Call to Order
- 7:40 to 7:45 -Scheduled Executive Session Hearings
- 7:45 to 7:50 -Consideration of Executive Session Minutes of Prior Meeting
- 7:50 to 7:55 -Executive Session Matters: Owner Complaints, Insurance Related Matters, Contract Issues, Collection Matters, ACC & Deed Restriction Matters, Pending Litigation, Other

- 7:55 -Adjourn Executive Session, reconvene for recap in Open Session II

OPEN SESSION II

- 7:55 to 8:00 -Establish Quorum, Call to Order, Recap Executive Session, Adjournment (recap included in open session minutes which can be found on website)