

**LAKWOOD FOREST FUND, INC.**

**October 2023 BOARD MEETING**

**MEETING AGENDA**

**DATE: Tuesday, October 17, 2023**

**TIME: 6:00pm**

**PLACE: IN PERSON @ Poppe Park Pavilion 11675 Grand Rd, Houston, TX 77070**

**CONFIRM QUORUM AND CALL TO ORDER @ 6pm by Ms. Kozak**

**In attendance:**

Jennifer Kozak, President

Lesley Chronister, Vice President

Scott Johnson, Treasurer

Ben Anderson, Secretary

Sandy Matto, Trustee via phone

Brian Accrocco, Trustee

Philip Swift, Trustee

Trisha Farine, Daughtry & Farine attorney

**REVIEW OF MONTHLY CONSTABLE CONTRACT STATS**

Constable gave report with couple of questions:

- Speeding on Normont Drive was raised by resident.
- Lack of coverage in the neighborhood. Lieutenant Whitely stated that the Constables are down 9 officers and in the process of on-boarding and training new officers.

**RATIFICATION OF MONTHLY ELECTRONIC APPROVALS**

- Motion by Ms. Kozak, seconded by Mrs. Chronister, all in favor.
  - o Ratify \$1,000. to Civic Club for Meet the Santa event, 5 yes votes, 1 no vote was Mr. Swift, Mr. Johnson abstained.
  - o Discussed reviewing Malcomson Road wall and search for engineer study. Mrs. Matto voiced concern on the stability of the wall.
  - o Discussed adding signage (wing wall) where it was removed during highway construction. Grant Road at Cypresswood.
  - o Job description for GM approved on September 22

**FINANCIAL REPORT by Mr. Johnson**

September 2023

Scott Johnson reported on the September 2023 Financials. Operating Cash \$746,336, Cash Reserve: \$982,083, Net Income Year to Date \$682,478.82 per Graham 649,666.19 per LFF YTD, and Assessment Collection Rate: 96.62%

**Motion to not renew Graham Management Contract effective January 1, 2024 by Ms.**

**Kozak**

2<sup>nd</sup> Mrs. Chronister all in favor.

**Motion to hire former GM Kristi Kainer on interim basis by Ms. Kozak**

2<sup>nd</sup> Mrs. Chronister. Motion is approved.

4 approved (Ms. Kozak, Mrs. Chronister, Mr. Anderson, & Mr. Accrocco).

1 not approved (Mr. Swift).

2 abstained (Mr. Johnson, Mrs. Matto).

**Motion by Ms. Kozak to ratify placing accounts that are 2 years in arrears on yearly dues to Legal for collection and file suit when needed.**

2<sup>nd</sup> Mrs. Chronister. All in favor.

**ADJOURNMENT OF BUSINESS MEETING**

Motion to adjourn business meeting by Ms. Kozak at 6:58pm.

2<sup>nd</sup> by Mrs. Chronister.

All in favor.