

LAKWOOD FOREST FUND, INC.

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, NOVEMBER 6, 2017 AT 7:00 PM AT
LAKWOOD FOREST FUND OFFICE, 12415 LOUETTA ROAD, CYPRESS, TX 77429**

DIRECTORS PRESENT

Paul Marshall, President
Boe Bowen, Vice President
Bobbi Munz, Secretary
Scott Johnson, Treasurer
Bob Lewis, Trustee
Michael Lindauer, Trustee
Sandy Matto, Trustee

DIRECTORS ABSENT

All Present

IN ATTENDANCE

Heidi Flores, General Manager, Lakewood Forest Fund, Inc.
Jackie Wallace, Administration, Lakewood Forest Fund, Inc.
Sergeant Amaya & Deputy Patino, Harris County Constable Precinct 4
S. Rice, The Law Offices of M. Susan Rice
(4) 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

Deputy Patino provided an overview of incidents for Lakewood Forest during the month of October 2017 which included a total of 523 contract calls.

HOMEOWNER FORUM

No owners addressed the board in open session.

CONSIDERATION OF MEETING MINUTES

On a motion duly made by B. Lewis, seconded by M. Lindauer, through unanimous vote, the open session meeting minutes from October 2, 2017 were approved as presented.

TREASURER'S REPORT

Financial Overview: Financial review as of October 31, 2017 provided to Board reflected the following year to date figures:

- Total Operating Fund: 244,749.94
- Total Reserve Fund: 557,308.40
- Total Community Projects Fund: 222,381.11
- Collection Rate: 97.74% fully collected
- YTD Operating Expenses under budget by \$ 43,864.00

INDIVIDUAL TRUSTEES

- Community Outreach / Events Update: S. Matto gave update regarding "Breakfast with Santa" being held on 12-09-17 and military care packages being sent to service members.

GENERAL MANAGER'S REPORT

- Board informed that bid process for paving of Fund/Constable Office still pending as vendor response times are slow due to recovery efforts.
- Board informed that fall seasonal color and mulching to be initiated prior to Thanksgiving holiday.
- Board informed of landscape refurbishments and irrigation repairs initiated on Lakeview Place due to damage from Hurricane Harvey.
- On a motion duly made by B. Lewis, seconded by B. Munz, through unanimous vote, the Board approved mosquito spraying for the month of November.
- On a motion duly made by B. Lewis, seconded by B. Bowen, through unanimous vote, the Board approved Southland Fence Company proposal dated 08-24-17 for fence replacement at Fund Office.
- Board informed that 2018 billing is underway and coupon currently in testing stage. Anticipate mailing to occur no later than November 15th.
- Board informed that 2016 Tax Return was signed by P. Marshall and mailed via certified mail to IRS on October 12, 2017.
- Board informed that flood insurance policy for Fund Office will be in effect as of November 9, 2017.
- Board reviewed thank you letters from Lakewood United Methodist Church, The MET and Moore Elementary for Hurricane Harvey Outreach Donations initiated in October.
- Board informed that Fund personnel provided Harris County Precinct 4 Maintenance Office with ice cream sundaes as a gesture of thanks for their hard work and commitment in removing flood debris from our subdivision following Hurricane Harvey.

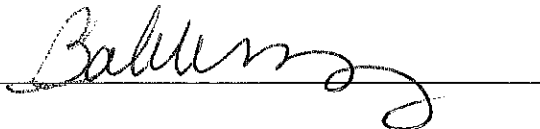
SCHEDULING OF NEXT MEETING

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 pm on Monday, December 4, 2017.

ADJOURNMENT OF OPEN SESSION

There being no further business, the open session meeting adjourned at 7:27 pm.

Approved



Date

12/4/17