

LAKWOOD FOREST FUND, INC.

**MINUTES OF THE OPEN SESSION MEETING OF THE BOARD OF DIRECTORS OF
LAKWOOD FOREST FUND, INC. HELD ON MONDAY, FEBRUARY 5, 2018 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.
Lieutenant Garza, Harris County Constable Precinct 4
(0) 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

Lieutenant Garza provided an overview of incidents for Lakewood Forest during the month of January 2018 which included a total of 321 contract calls.

HOMEOWNER FORUM

No owners addressed the board in open session.

**ELECTION OF OFFICERS AND APPOINTMENT OF ARCHITECTURAL CONTROL
COMMITTEE MEMBERS**

On motions duly made by B. Lewis, seconded by M. Lindauer, through unanimous vote, the Board elected officers and appointed Architectural Control Committee Members as follows:

President: P. Marshall

Vice President: B. Bowen

Secretary: B. Munz

Treasurer: S. Johnson

Architectural Control Committee: P. Marshall (Ex-Officio), V. Propst, J. Matson, A. Aroche, B. Lewis, S. Matto, H. Flores (Alternate)

CONSIDERATION OF MEETING MINUTES

On a motion duly made by M. Lindauer, seconded by S. Johnson, through unanimous vote, the open session meeting minutes from December 4, 2017 were approved as presented.

TREASURER'S REPORT

Financial Overview: Financial review as of January 31, 2018 provided to Board reflected the following year to date figures:

- Total Operating Fund: 842, 760.45
- Total Reserve Fund: 645,299.72
- Total Community Projects Fund: 290,881.11
- Collection Rate: 73.4% fully collected
- YTD Operating Expenses under budget by \$ 7,503.85

INDIVIDUAL TRUSTEES

- Community Outreach / Events Update: S. Matto gave an update on event schedule for 1st quarter 2018.

GENERAL MANAGER'S REPORT

- On a motion duly made by B. Lewis, seconded by S. Matto, through unanimous vote, the Board approved Jaybird Networks estimate #26357 dated 01-26-18 to upgrade workstation at Fund Office.
- Board notified of pending proposals (a) paving of Fund Office/Constable parking lot (b) Louetta wall repair and restoration (c) Louetta wall power washing and painting.
- On a motion duly made by B. Lewis, seconded by B. Bowen, through unanimous vote, the Board approved The Urban Foresters estimate #13644 dated 02-05-18 for tree removal behind patio home section for those trees affecting association perimeter wall.
- Fraud questionnaire from McCall Gibson Swedlund Barfoot LLC distributed to Board and Fund employees.
- Board notified of the following insurance policies which were renewed for calendar year 2018: Commercial Auto, Crime, Directors and Officers, and Texas Commercial Package Policy.
- Board notified that a special meeting of members would need to be held in order to change the annual meeting date.

2018 SCHEDULE OF BOARD MEETING DATES

- February 5th
- March 5th
- April 2nd
- May 7th
- June 4th
- July 2nd
- August 6th
- September 10th
- October 1st
- November 5th
- December 3rd

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, March 5, 2018.

ADJOURNMENT OF OPEN SESSION

There being no further business, the open session meeting adjourned at 8:04 PM.



 Approved

3-5-18

 Date