

Oak Forest Homeowners Association Inc.

Board Meeting

January 8, 2021.

Location: Remote Meeting by Zoom

- I. The meeting was called to Order at 6:33 p.m. with 11 people in remote attendance.
- II. Roll Call:

Geoff McKeel, President - Present	Sergeant-at-arms, Neela Patel- Absent
Andrea Rafiei, 1 st Vice President – Present	Morgan Akin, Parliamentarian – Present
Rashod Austin, 2 nd Vice President – Present	Martha Mears, Director of Neighborhood Patrol – Present
Lucy Fisher Cain, Treasurer – Present	Abby Jones, Director of Public Relations – Present
Cheyenne Trail, Secretary – Present	Vanessa Ortega, Director of Community Relations – Absent
- III. Approval of Board Meeting Minutes
 - o December 2020 Minutes– A motion was made by Martha Mears and seconded by Lucy Cain. A vote was taken and the minutes were approved.
- IV. Treasurer/Financials – Lucy Cain
 - o Discussed signatories for Resource One Credit Union account. New board members to be added to account as signatories are: Geoff McKeel, Andrea Rafiei, Rashod Austin, and Lucy Fisher Cain. Previous board members to remove as signatories are: Christine Milliner, Elizabeth Villareal, Jessi Munsey. A motion to approve the changes was made by Martha Mears and seconded by Abby Jones. A vote was taken and the change was approved.
 - o Approval of expenses: SEAL invoice for December 2020 patrol, Invoice No.50809 for \$24,192. Vote to approve Invoice No. 1 in the amount \$300 for Abraham Canosa to develop and organize the SEAL database. A motion to approve was made by Martha Mears and seconded by Abby Jones. A vote was taken and the expense was unanimously approved.
 - o Discussed paying 3 months in advance for the storage unit and then set up auto-pay. A motion to approve was made by Andrea Rafiei and seconded by Rashod Austin. A vote was taken and the expense was unanimously approved.
 - o Discussed SEAL campaign progress
 - o Discussed W-9 forms to be issued for vendors that are contracted (1099). Lucy will investigate any need for these.
- V. Standing Committee Reports
 - o Beautification Committee- Martha Mears
 1. Waiting for a response regarding sponsorship for park and trees.
 - o Neighborhood Patrol – Martha Mears
 1. SEAL 12/7 coverage currently in effect. 24/7 has ended
 - o Nominating Committee – no report
 - o Deed Restrictions – Andrea Rafiei
 1. Discussed need for an updated violation template and policy process. Deliverables from an attorney are a robust template letter and violation process. A motion to engage John (Attorney) for this project was made by Martha Mears and seconded by Lucy Cain. A vote was taken and unanimously approved.
 2. Use planreview@OFHA.org to determine whether a plan has been submitted for review.

3. Process for answering incoming questions from the public regarding deed restrictions will go to Andrea first then Geoff if needed.

○ Public Relations – Abby Jones

1. No update

○ Community Relations – Vanessa Ortega

1. No update

VI. New Business

VII. The meeting was adjourned at 7:25 p.m.