

Oak Forest Homeowners Association Inc.
Executive Board Meeting
August 3, 2021.
Location: Remote Meeting by Zoom

I. Call to order

Geoff McKeel called the meeting to order at 6:33 p.m. with 6 people in remote attendance.

II. Attendance

The following board members were present:

- Geoff McKeel, President
- Andrea Rafiei, 1st Vice President
- Lucy Cain, Treasurer
- Cheyenne Trail, Secretary
- Martha Mears, Director of Neighborhood Patrol

III. Approval of Board Meeting Minutes

A. July 2021 Minutes– **Martha Mears motioned to approve minutes as written. Andrea Rafiei seconds. A vote was taken and the minutes were approved without opposition.**

IV. Guest and/or Residents

A. Gabriel Perez attended and is interested in joining the Board in Neighborhood Patrol Director role.

V. Officers' Reports

A. President's Report- Geoff McKeel

1. Discussion of recent complaints from residents about new construction homes with builders that are not caring for yards while homes are vacant. Geoff will prepare a letter that Andrea will issue to the builder/agent informing them that a formal complaint to 311 has been issued.
2. Updated FAQs list to be issued to board members for review and feedback and then posted to the website.

B. Treasurer/Financials – Lucy Cain

1. Review of current financials
2. Expenses for Approval: SEAL July 2021 for \$16,272; St Clair & Sons for \$757.75 *Candlelight Park* and \$606.20 *Oak Forest Park*; Cox & Associates CPA for \$371
A motion to approve the expense was made by Martha Mears and seconded by Andrea Rafiei. A vote was taken and the expenses were approved without opposition.

VI. Standing Committee Reports

A. Beautification Committee- Martha Mears

1. St. Clair was able to mow once already
2. Waiting for bids for repair to neighborhood entrance signs

B. Neighborhood Patrol – Martha Mears

1. Lots of incidents recently so looking into additional funds can be contributed to security to keep 24/7 patrol.

C. Public Relations – No report-Abby Jones, Absent

1. Martha will reach out to Abby to see how many packets have been delivered and if she needs assistance getting new packets out.
- D. Community Relations – Vanessa Ortega, Absent
 1. Continuing to plan Tour de Oak Forest and National Night Out
- E. Deed Restrictions – Andrea Rafiei
 1. 9 plans submitted (8 new home/ 1 pool | 8 approved/ 0 pending/ 0 denied/ 1 clarification of deed restrictions)
 2. Next quarterly committee meeting will be in September. Date TBA
- F. Nominating Committee- Rashod Austin, Absent
 1. Posted opportunities and upcoming events for September via Oak Forest Living magazine
 2. Held discussion with Michael Almicar about parliamentarian and other open positions. She would like to attend the General Mtg. Gabriel Perez is seriously considering the SEAL role and plans to attend the General Meeting.

VII. Other Business

No other business was proposed.

VIII. Adjournment

The meeting was adjourned at 7:27 p.m.

Minutes were recorded and submitted by: Cheyenne Trail.

OFHA Board – 2021

Geoff McKeel, President
Andrea Rafiei, 1st Vice President
Rashod Austin, 2nd Vice President

Lucy Fisher Cain, Treasurer
Cheyenne Trail, Secretary
Vacant, Sergeant-at-Arms
Vacant, Parliamentarian

Martha Mears, Director of Neighborhood Patrol
Abby Jones, Director of Public Relations
Vanessa Ortega, Director of Community Relations