

Oak Forest Homeowners Association Inc.

Executive Board Meeting

July 12, 2022

Location: Berkshire Hathaway Office (1803 W 43rd St, Houston, TX 77018)
+ Virtual Stream via Zoom

I. Call to order

A. Andrea Rafiei called the meeting to order at 7:07 p.m. with 11 people total in attendance

B. Attendance:

a. The following board members were present:

- i. Andrea Rafiei, President
- ii. Stacey Venamon, 1st Vice President
- iii. Rashod Austin, 2nd Vice President (*virtual*)
- iv. Lucy Fisher Cain, Treasurer
- v. Cheyenne Trail, Secretary
- vi. Amanda Cannaday, Parliamentarian
- vii. Gabriel Perez, Neighborhood Patrol
- viii. Michelle Stevens, Community Relations (*virtual*)

b. The following residents, committee members, and guests were present:

- i. Danielle Maudlin, Co-Chair Beautification Committee (*virtual*)
- ii. Martha Mears, Co-Chair
- iii. Evelyn Mata, CPA

C. Approval of June 2022 Minutes

a. **Stacey Venamon motioned to approve minutes as presented and Amanda Cannaday seconded. A vote was taken and the minutes were approved without opposition.**

II. Officer and committee reports

A. President's Report – Andrea Rafiei

- a. Participation from OFHA at Flower Power Picnic-successful event this past weekend
- b. Discussion of Juvenal Robles Division Manager contact and where this originated
- c. Discussion of scheduled dates at Community Center for monthly Community Meeting and possible future guest speakers
 - i. Stacey suggested Nicole from OF Closet

B. Treasurer/Financials – Lucy Cain

- a. Introduced our new CPA, Evelyn Mata
 - i. Evelyn explained the reconciliation of our books and update on the status/process and highlights of our accounts
- b. Discussion of new website- currently in trial so Lucy revealed admin view. Will motion to approve next week at community meeting
- c. Review of current financials: **\$238,501.02**
- d. Expenses for Approval: Total: **\$27,441.96**
 - i. \$21,520 for SEAL Security June 2022; \$245 to JP Barnes Attorney; \$5,021.25 to Keith H. Argueta, CPA; \$654.91 to St. Clair & Sons Landscaping

C. Neighborhood Patrol – Gabriel Perez

- a. 633 subscribers total
- b. Recent incidents- discussion and review of up-tick of crimes in area
- c. Continuing to inform community via social media

- D. Beautification Committee-Cindy Graham/ Danielle Maudlin
 - a. No report
- E. Deed Restrictions – Stacey Venamon
 - a. 8 submissions
 - i. discussion of recent issues resolved or outstanding
 - 1. Airbnb tiny house on 43rd St. currently listed for sale and noted structure doesn't have permits
 - 2. Brimberry house still in process- currently red tagged
 - 3. 43rd/Nina Lee variance request from COH flagged (COH plan to take 5 feet for road expansion) *hearing next Wednesday*
 - b. Discussion of formal document for builders to submit with details of project
- F. Community Relations – Michelle Stevens
 - a. *via Amanda and Gabriel*: Restaurant Week- still preliminary discussions with participants
 - i. Reveal of flyer created by Gabriel and Amanda with new sponsorship details
 - ii. Discussion of contacts, potential participants and marketing ideas
- G. Nominating Committee – Rashod Austin
 - a. no report
- H. Public Relations- Frances Davidson
 - a. no report

III. Other Business/Announcements

- A. Next Community Meeting - July 19, 7pm, Candlelight Community Center
- B. Discussion of combining Board and Community Meeting to one monthly date

IV. Adjournment

- A. The meeting was adjourned at 8:18p.m.

Minutes were recorded and submitted by: Cheyenne Trail

OFHA Board – 2022

Andrea Rafiei, President
 Stacey Venamon, 1st Vice President
 Rashod Austin, 2nd Vice President

Lucy Fisher Cain, Treasurer
 Cheyenne Trail, Secretary
 Amanda Cannaday, Parliamentarian

Michelle Stevens, Director of Community Relations
 Gabriel Perez, Director of Neighborhood Patrol
 Frances Davidson, Director of Public Relations
 Lizzie Krog, Sergeant at Arms