

**Oak Forest Homeowners Association Inc.**

**General Meeting**

Date: August 12<sup>th</sup>, 2019

Time: 7.00 p.m.

Place: Candlelight Community Center

Candlelight Lane, Houston, TX 77018

1. Meeting called to order at 7.00pm with 8 residents in attendance. Pledge of Allegiance was recited.

2. Quorum for the meeting was 9

**Roll Call:** Elizabeth Villarreal, President – Present  
Jessi Munsey, 1<sup>st</sup> Vice President - Present  
Christine Milliner, 2<sup>nd</sup> Vice President – Present  
Treasurer – Vacancy  
Linda Kelly, Secretary – Present  
Parliamentarian – Vacancy  
Eric Fontenot, Sargent-at-Arms – Present  
Martha Mears, Director of Neighborhood Patrol - Present  
Director of Public Relations - Vacancy  
Director of Community Relations – Absent  
Matt Mitchell, Immediate Past President – Absent

**III. Review and Acceptance of Minutes from July meeting:** Ms. Villarreal presented the minutes from the July meeting. Motion to accept minutes as written put forward by Ms. Mears. Seconded by Ms. Milliner. All in favor.

**IV. VISITORS:**

**SEAL Incident Report:** SEAL officer talked us through the monthly incident summary for July. Emphasized the need to call in anything that looks suspicious. Most driveway robberies are taking place between 2am-5am, three out of four of the ransacked cars were unlocked. If your alarm goes off and you don't want to check the house yourself, call SEAL. Be sure to fully close your garage doors. Can buy special clamps for tailgates which makes it very difficult for them to be removed. Crime is up all over Houston, not only Oak Forest.

**V: STANDING COMMITTEE REPORTS:**

**1. Nominating Committee (Ms. Milliner):** Still have vacancies for the positions of Treasurer and Director of PR. People have expressed interest.

**2. Beautification (Ms. Mears):** Waiting for bid from St. Clair to trim sightline at Ella. Still have sponsorship money from Reyna Group available.

**3. Community Relations (Ms. Villarreal) :** Movie in the Park scheduled for October 12<sup>th</sup>. Fall festival set for October 26<sup>th</sup>.

**4. Neighborhood Patrol (Ms. Mears):** Office Depot has been hit hard by crime. **After** talking to HPD officers, it appears this is all drug related.

**5. Deed Restrictions/Architectural Review (Ms. Munsey):** Very little activity in August. Plans approved for four houses and one garage.

**6. Financials (Ms. Villarreal):** No report available from bookkeeper. Invoices needing approval:

- St Clair & Son (mowing Candlelight & Oak Forest Park in June)      \$ 1,223.22
- SEAL patrol for July      \$ 23,232.00
- John Barnes, attorney (meeting, review of existing documents,  
Drafting of amended bylaws and fiscal policy)      \$ 2,251.03

Motion to approve payments as outlined put forward by Ms. Milliner. Seconded by Ms. Munsey. All in favor.

**VI: Old Business (Ms. Villarreal):**

1. By Laws and Fiscal Policy have been revised. Details will be revealed to the membership at next month's general association meeting.

**VII: New Business:**

1. Parliamentarian Linda Werner has resigned and due to upcoming changes to the bylaws, the position will not be filled at this time.

**VIII: Any other Business:**

Ms. Sallie Alcorn introduced herself and her family. She is running for City Council at Large #5.

There being no further business the meeting adjourned at 7.43pm.