

**Oak Forest Homeowners Association Inc.**

**General Meeting**

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

Time: 7.00 p.m.

Place: Candlelight Community Center

Candlelight Lane, Houston, TX 77018

I. Meeting called to order at 7.00pm with 18 in attendance. Pledge of Allegiance was recited.

II. Quorum for the meeting was 12.

**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  
Thais Diefenbaker, Director of Public Relations - Present  
Sara Heald, Director of Community Relations – Present  
Matt Mitchell, Immediate Past President – Absent

**III. Review and Acceptance of Minutes from September and October meeting:**

Motion to approve minutes as written put forward by Ms. Milliner. Seconded by Ms. Stender. All in favor.

**IV: Visitors:**

SEAL Officer Montgomery talked us through the monthly crime statistics. Reminded residents to add SEAL as a secondary number on security alarm call tree. With holiday season upon us, please do not leave anything in your vehicles, and if possible have deliveries sent to work or to one of the drop centers. If you intend being away for the holidays, residents were encouraged to complete the Vacation Watch.

**V. Committee Reports:**

**1. President's Report (Ms. Villarreal):** The 2020 membership and SEAL campaign has begun and there has been a vigorous response. Reminder for everyone to sign up or renew their subscriptions.

**2. Nominating Committee (Ms. Milliner):** Has posted job responsibilities on the OFHA Facebook page rather than job descriptions. Always looking for volunteers

**3. Beautification Committee (Ms. Mears):** St. Claire have now cleaned up Ella Blvd and the sightline is much better. City of Houston removed the boulders.

**4. Community Relations (Ms. Heald):** Movie in the Park and Oaktoberfest were very successful with a large community turnout. Oaktoberfest netted approximately \$2000 which will be put toward the neighborhood patrol program.

**5. Public Relations (Ms. Diefenbaker):** Ms. Diefenbaker has assumed responsibilities for the organization of Breakfast with Santa. Is currently posting on the OFHA Facebook page about events, fundraising campaigns and volunteer opportunities.

**6. Neighborhood Patrol Program (Ms. Mears):** Good turnout at Resource One on November 9<sup>th</sup> when neighbors were signing up for SEAL, paying their membership dues and picking up their yard signs. New signs for 2020 bear the SEAL crest. Hoping to allocate another morning to being at Resource One so more signs can be picked up. 2020 campaign is going well but always need more people to sign up if we want a 24/7 patrol.

**7. Deed Restrictions and Architectural Review (Ms. Stender):** After a quiet September, October had 15 submittals, one of which the City of Houston had to step up and intervene.

**8. Financial Report (Mr. Fontenot):** \$30,000 raised so far in the 2020 SEAL campaign.

#### **VI: Old Business**

**1. OFHA's tax exempt status (Mr. Fontenot):** IRS Form1024A will be filed next week. It could be up to 180 days before we hear anything back from the IRS. Ms. Villarreal thanked Mr. Fontenot for stepping in to work on the finances whilst we searched for a new Treasurer.

#### **VII: New Business:**

**1. Nominee for OFHA Treasurer position:** Ms. Milliner nominated Jonathan McKnight for the Treasurer position. Mr. McKnight introduced himself and gave a concise summary of his experience as it pertains to the position. The meeting attendees were asked to vote on accepting Mr. McKnight into the role of Treasurer. All in favor. None against. Ms. Villarreal welcomed him to the Board.

**2. Invoices:** Approval needed to pay invoices for:

SEAL security October patrol	\$11,904.00
Platypus Brewing (cost of beer for Oaktoberfest)	924.00

Motion to approve payment of invoices put forward by Ms. Milliner. Seconded by Ms. Stender.

**3. Member Concerns:** Jason and Helen Spencer addressed the Board regarding a letter they have received from the Deed Restriction Committee about the removal of their carport.

**4. Mr. Hugo Felix with Outreach Strategies** introduced himself and the company who want to hear neighbor's concerns on recovery from Harvey. He was asked to provide us with more information so he might address a future meeting.

There being no further business the meeting adjourned at 7.40pm.