

**Oak Forest Homeowners Association Inc.**  
**General Meeting**  
**November 15, 2021.**  
**Location: Remote Meeting by Zoom**

I. Call to order

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

II. Attendance

The following board members were present:

- Geoff McKeel, President
- Andrea Rafiei, 1st Vice President
- Rashod Austin, 2<sup>nd</sup> Vice President
- Lucy Cain, Treasurer
- Cheyenne Trail, Secretary
- Martha Mears, Director of Neighborhood Patrol

Guests in attendance: Gabriel Perez; Stacey Venamon; Officer Corliss, HPD; Erica Rocha, SEAL; David

III. Approval of General Meeting Minutes

A. October 2021 Minutes– **Lucy Cain motioned to approve minutes as presented and Rashod Austin seconded. A vote was taken and the minutes were approved without opposition.**

IV. Guest and/or Residents

A. Erica Rocha, SEAL

1.Review of October 2021 activity: 66 total calls to Hotline

B. Officer Corliss, HPD

1.Great turnout for Trunk or Treat

2.December Food Drive: will give Martha information for donations and she will pass it along to the board and put in the newsletter.

3.“Citizens on Patrol” certification class in December. Officer Bland is point of contact and Officer Corliss wil send his contact information to pass along to residents.

4.There has been a recent uptick in Burglary of Motor Vehicle (“BMV”) incidents so remember to keep doors locked and report all break-ins to HPD and SEAL.

V. Officers’ Reports

A. President’s Report- Geoff McKeel

1.Will document duties to help the transition of new board members

B. Treasurer/Financials – Lucy Cain

1.Review of current financials

2.Expenses for Approval: **Total: \$28,610.95**

- a) SEAL Security October 2021 in the amount of \$20,304; Sinclair (mowing) \$757.75 and \$606.20; Quality Printing Company \$2368.51; Martha Mears-SEAL campaign \$4549.49 (Signs \$2878; Data and Mailing Resources for \$1,671.49); Lucy Cain-Candy for Trunk & Treat \$25

**Cheyenne Trail motioned to approve the expenses and Martha Mears seconded. A vote was taken and the expenses were approved without opposition.**

VI. Standing Committee Reports

A. Neighborhood Patrol – Martha Mears

1. Remind residents to keep cars and homes locked in light of the recent increase in break-ins. And also remind the importance of reporting to SEAL and HPD.
2. Martha suggested we initiate 24/7 coverage for holidays which would be November 22nd thru December 31, 2021.
  - a) **Cheyenne Trail motions to begin 24/7 SEAL coverage for the entire holiday season (11/22/21-12/31/21) and Lucy Cain seconded. A vote was taken and the motion was approved without opposition.**
3. 1200 new SEAL signs delivered; 25 “join or renew” signs
  - a) Will pass out signs to board members soon and for members during the campaign

B. Beautification Committee- Martha Mears

1. Give more information to public regarding donating specifically to Beautification committee and make them aware of what OFHA does and doesn't do. Just because we aren't technically responsible for esplanades doesn't mean we can't make an effort to keep them up.
  - a) Discussion about releasing information about what HOA does and doesn't do and have available on Facebook for all residents to see.

C. Deed Restrictions – Andrea Rafiei

1. 7 plans submitted (5 new home/ two 2nd story additions/1 outdoor kitchens)
1. Quarterly Deed Restriction Committee Meeting: December 14th at 7pm- Zoom

D. Public Relations – Abby Jones, Absent

1. No report

E. Community Relations – Vacant

1. Still have 2 movie “credits” with Angela Pennington
  - a) Possibly a family-friendly movie on Saturday, December 11th, 6-9pm at Hope Episcopal Church on 43rd st. Open to suggestions for holiday movies. (per Lucy)

F. Nominating Committee- Rashod Austin

1. Update has been sent to Oak Forest Magazine for February issue.
2. Corresponding with 3 residents about joining the board for next year.
3. Still corresponding with Waltrip High School Band regarding the Winter Festival.

VII. Other Business/Announcements

- A. Announcement: Candlelight Community Center is not allowing seated events (monthly HOA meetings) but is allowing outdoor events. Will continue with virtual General meetings.

VIII. Adjournment

The meeting was adjourned by at 7:52 p.m.

Minutes were recorded and submitted by: Cheyenne Trail

OFHA Board – 2021

Geoff McKeel, President  
Andrea Rafiei, 1<sup>st</sup> Vice President  
Rashod Austin, 2<sup>nd</sup> 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  
Vacant, Director of Community Relations