

Oak Forest Homeowners Association Inc.
General Meeting
April 12, 2022
Location: Candlelight Park and Community Center
Virtual Stream available via Zoom

I. Call to order

A. Andrea Rafiei called the meeting to order at 7:00 p.m. with 21 people total in attendance

B. The Pledge was recited

C. Attendance:

a. The following board members were present:

- i. Andrea Rafiei, President
- ii. Stacey Venamon, 1st Vice President
- iii. Rashod Austin, 2nd Vice President
- iv. Lucy Fisher Cain, Treasurer
- v. Cheyenne Trail, Secretary
- vi. Michelle Stevens, Director of Community Relations
- vii. Frances Davidson, Director of Public Relations

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

- i. Martha Mears, Co-Chair
- ii. Cindy Graham, Co-Chair Beautification Committee
- iii. Danielle Maudlin, Co-Chair Beautification Committee
- iv. Officer Corliss- HPD
- v. 5 additional guests in person
- vi. 5 additional guests virtually on Zoom

D. Approval of March 2022 Minutes

a. **Rashod Austin motioned to approve minutes as presented and Martha Mears seconded. A vote was taken and the minutes were approved without opposition.**

II. Speakers

A. SEAL Security- Erica Rocha

1. March 2022 incident report

a) 89 total calls

b) Discussion of recent incidents and hotline hours

(1) outside of hours, resident must request supervisor to come out

(2) keep everything locked- so much foot traffic thefts

B. Officer Corliss- Houston Police Department

1. Keep your lights on as precaution

2. Etch the last 8 digits of VIN and heat paint on catalytic convertors to prevent resale

III. Officer and committee reports

A. President's Report – Andrea Rafiei

a. 75th Anniversary Celebration- May 22, 4 pm, American Legion Park

b. May 3rd Happy Hour- 5:30pm at Valencia's (before Board Meeting) *to be confirmed

B. Treasurer/Financials – Lucy Cain

a. Review of current financials: current total revenue \$260,702.36

b. Expenses for Approval: **Total: \$13,396.86**

- i. Seal Security March 2022 invoice of \$11,568.00; \$275 for Manny the Trash Guy; \$1,483.03 to St. Clair & Sons for cleanup from Ella Blvd to Bethlehem; \$70.83 to Stacey Venamon for Heather Cook flower reimbursement)

- c. **Cheyenne Trail motioned to approve the expenses as presented and Rashod Austin seconded. A vote was taken and the expenses were approved without opposition**
- C. Neighborhood Patrol – Gabriel Perez (Martha Mears sub)
 - a. Lots of traffic and calls into SEAL- suggesting 24/7 patrol for a short period while these thefts are on the rise and we have a decent reserve
 - b. 1100 subscribers would ensure 24/7 so that is the goal
- D. Beautification Committee- Cindy Graham & Danielle Maudlin
 - a. Rosslyn/Judiway cleanup; Watonga sign cleanup
 - b. Danielle posted about /Planning
 - c. 43rd/Ella to 43rd/Bethlehem professional cleanup from St Clair has been approved
 - d. Designs for signs, etc.
- E. Deed Restrictions – Stacey Venamon
 - a. Adam Miksch- nomination and approval to serve on committee
 - i. **Stacey Venamon motioned to elect Adam Miksch to the committee and Lucy Cain seconded. A vote was taken and the motion passed without opposition.**
 - b. Stacey proposed getting estimate from our attorney to prepare a letter regarding the ambiguous language in our deed restrictions. City of Houston has decided not to get involved.
 - i. Discussion of issues on homes in violation and additional homes that have been brought to the committee’s attention that are potentially violations
 - c. 3 inquiries in March and 6 submissions that were sent to the committee for voting
- F. Nominating Committee – Rashod Austin
 - a. No report- board has been successfully filled-Will look into filling committees now
- G. Community Relations – Michelle Stevens
 - a. 75th Anniversary Celebration Planning committee
 - i. all are welcome to attend weekly meeting
 - ii. Proposed approval of \$1,500 projected budget (\$4000 already in “events” account)
 - 1. **Michelle Stevens motioned to approve the budget of \$1500 for event and Cheyenne Trail seconded. A vote was taken and the budget was approved without opposition.**
- H. Public Relations- Frances Davidson
 - a. Reached out to Telemundo to cover 75th Anniversary Celebration
 - b. Working on transition of website and creation of Instagram to promote

IV. Other Business/Announcements

- A. American Legion Park Adoption
 - a. This would help OFHA be allowed to mow and keep park clean and safe
 - b. **Lucy Cain motioned to approve the adoption of American Legion Park and Frances Davidson seconded. A vote was taken and the adoption was approved without opposition.**

V. Adjournment

- A. The meeting was adjourned at 7:57 p.m.

Minutes were recorded and submitted by: Cheyenne Trail, Secretary

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

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