

WOOD BROOK HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

Beal Properties

903 Texas Ave. South, College Station, Texas 77840

Tuesday, January 28, 2020

Attendees:

Lacey Warren, President

Vince Marino, Vice President

Jennifer Stroh, Secretary

K.I. Selinidis, Member at Large

Carrie Siatunuu, Treasurer

Terry Thigpin, Beal Properties General Manager

Toni Myers, Beal Properties HOA Director

Stacie Bone, Beal Properties HOA Assistant

Financials:

Report by Treasurer, Carrie Siatunuu:

Bank Statements: Statements were reviewed by Treasurer, Carrie Siatunuu, and reported all expenses in line.

Working on final pool work payment. Some billing discrepancies are being worked out before making final payment.

We made an accidental double payment on building letters and will be refunded \$477 by next week.

Insurance: We still have some insurance items to get clarified.

Account balances are: Insurance: \$40,000; Checking: \$146,000; Reserve: \$67,000. All balances are being double checked online by Carrie and are all in line.

One problem area on budget is the porter service. It isn't out of line (the company is billing us properly) but our problem is that residents do not follow the rules regarding dumping large items by or near the dumpster and/or fitting items properly into the dumpsters. We had to increase the porter service budget for 2020 because of this issue.

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Delinquency Report: Nobody is over 30 days past due with the exception of G-2

Jennifer Stroh made a motion to approve the finances as presented. Vince Marino seconded the motion and the motion passed.

Old Business:

Management Report - Toni Meyers:

- **Delinquency report:** 9 homeowners past due. Only one (G-2) is over 30 days late. Family of deceased G-2 resident is working with her estate and getting authority to sell the unit and pay the bill. The balance is expected to be paid this year.
- **Violation report:** Stacy will be checking the property on the first and third Thursday of every month. No current/active violations other than P-4 having an attached antenna. Issue is that if we remove that antenna, we will have 4 large caulked holes in the siding. It was decided to get quotes for removal and repair (either caulking or replacing siding) of the site.
- **Project report:** Pool nearly complete. Still needs rail installed and two tiles marking the 5' mark. Scheduled for this week to be completed. Also, we were billed \$7,469 and we approved only \$7,450. Toni will address this.

Building Letters: Letters on buildings have been done. Building U has one extra letter. Again, it was confirmed that they will refund the \$477 duplicate payment.

Lighting Bid: Toni is having a difficult time getting the bids. She received one bid today at 1:33 pm. From this bid, we have two options:

Option 1: \$2,000: Supply and install one LED flood on the building nearest the mail box (building E) and supply and install two near the back parking areas.

Option 2: \$1,780: Install LED solar powered motion activated lights under actual mail box awning and supply and install two LED lights in the dark back parking areas.

Carrie and Toni will arrange soon to meet after dark to assess additional lighting needs more specifically. However, we will still move forward immediately with option 1 above.

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Motion was made by Carrie Siatunuu to move forward with lighting option 1 above, \$2,000 to supply and install a new LED flood light on building E and on two additional areas in the back. (Total of three LED lights) Jennifer Stroh seconded the motion. Motion passed.

Pool invoices: Invoices will not be paid until Toni and Bobby discuss over-billing by \$19. In addition, we are disputing/getting clarification on some prior invoices paid.

New Business:

Budget:

Electrical Repairs:	\$8,000.00
General Maintenance:	\$20,300.00
Insurance:	\$45,000.00
Legal Fees:	\$1,500.00
Lawn/Property Maintenance:	\$22,000.00
Management Fees:	\$13,000.00
Parking Lot:	\$10,000.00
Pest Control:	\$2,000.00
Porter Service:	\$5,500.00
Pool Expense:	\$5,000.00
Professional Fees:	\$500.00
Telephone Service:	\$700.00
Utilities:	\$22,500.00
Contingency and Reserves:	\$19,048.00
TOTAL EXPENSES:	\$175,098.00

Carrie verbally reviewed the above budget line by line. Some comments on certain budget items:

- Lacey says there seems to be stability in insurance rates right now.
- Had a high budget for legal last year because of possible by-law review
- Lawn maintenance - we have about a \$5,000 cushion for any outstanding improvements we see

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- It was noted that pest control is on the property monthly but only does any one building on a quarterly basis. If you call him and ask him he will do your interior unit for \$30 if he is on the property that day. 979-446-0404 is the pest control phone number.
- Porter service: Had to raise this amount from 2019 because of people incorrectly dumping large items in or near the dumpsters.
- Carrie lowered our expected delinquency from 4% to 3%. We are actually way under that.

Vince Marino moved to approve the budget. K.I. Selinidis moved to second it. Motion passed.w

Ideas for Property Updates:

- Parking Lot: Large potholes that need to be repaired. Toni will procure bids for this project.
- Bulletin boards: Toni proposes updating the bulletin board on the east side for around \$100. The west side bulletin board is in such bad shape that they propose removing it altogether.
- Toni also proposing a new material called Cool-Crete to replace current pool decking. Lasts about 20 years. Looks great and is about 20 degrees cooler than the outdoor temperature.
- Toni proposes updating cabana area and the pool area.
- Pool phone: Still inoperable. Toni proposes Three Kings installing a wireless phone service for the pool phone. Should be less than current phone bill.
- Water hose will be removed. Pool company used it to fill the pool.
- Signage: Toni will get some options from Mark Webber for sign update possibilities. We would like some pictures of several options at different price points. Toni will work with Mark Webber to get these. Mark has experience with all size complexes from small to large.

Carrie Siatunuu made a motion to move \$19,187 to the reserve account. KI Selinidis seconded. Motion passed.

Next Meeting: April 22, 2020 at 3:30 p.m. at Beal Properties.

Adjournment: Vince Marino moved to adjourn the meeting. Jennifer Stroh seconded the motion. Motion passed and meeting was adjourned at 6:04 p.m.