

WOOD BROOK HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
BEAL PROPERTIES INC.  
3363 University Dr E Suite 215 Bryan, TX 77802

**MINUTES OF THE WOOD BROOK HOMEOWNERS' ASSOCIATION BOARD OF DIRECTORS MEETING**

**Date and time:** Pursuant to Section 5.8 of the bylaws of the Wood Brook Homeowners Association a regular meeting of the board was held on April 27<sup>th</sup> at 5:30pm.

**Officers and Quorum:** Present: Carrie Siatunnu, Karl Trippe, Wynona Atnip, Kelsey Krafka, and from the Management Company Persia Burgess, and Toni Myers attended as well. The meeting was called to order at 5:39pm.

**Minutes:** The Board of Directors reviewed the previous board meeting minutes. Carrie Siatunnu made a motion to approve the minutes, Karl Seconded, All in favor.

**Financial information:** Toni Myers went over the 1<sup>st</sup> Quarter Cash Flow, Bill Detail, and Reserve account.

**Manager's Report:** Persia Burgess presented the management report to the Board of Directors which included the Delinquency Status, Violation Report, and the Maintenance Report.

**Unfinished Business:**

- **Water Main Leak:** The board and Beal discussed the ongoing leak issues at the front of the complex. Beal will need to follow up with the city on having the meter replaced, and check with Cole Parker to see if it is possible to drill a hole at the bottom of the box and have the water drain through a pipe.
- **Parking Lot Repairs:** Toni Myers and the board discussed the parking lot damage, the prices to repair, and a possible bank loan. Wynona would like to walk the entire parking lot to inspect the worst areas of the parking lot. Beal will follow up with Prosperity Bank on the loan offer.
- **Chimney Caps:** The board would like to hold off on this until Toni Myers has more information from Prosperity Bank and Guarantee Bank and to discuss this more.

**New Business:**

- **Towing Contract:** Beal Properties present Rapid Recovery Towing to the board. The board agreed to have Rapid Recovery service the complex, but only tag and tow when authorized too. The board does not want Parking Stickers.
- **Pool Furniture:** Persia Burgess presented a few examples of chairs and the prices of the chairs. The board would like Persia to look at a few more different options for pool chairs and present them before they make a decision.
- **D Lee Pest Control:** The board would like Beal to get the pest control service schedule from D Lee Pest Control and send it to homeowners to make owners aware and if they would like to schedule a separate service.

**Next Meeting Date:** The board and Beal has agreed to have the next board meeting on August 8<sup>th</sup> at 5:30pm

**Adjournment:** The meeting was adjourned at 6:51pm

**Respectfully submitted:** Beal Properties