

OAK PARKE HOMEOWNERS ASSOCIATION, INC.

Minutes of the Monthly Meeting of the Board of Directors
July 21, 2009

The meeting of the Board of Directors (the "Board") of Oak Parke Homeowners Association, Inc. (the "HOA") was held at 7:00 p.m. on July 21, 2009 at Bethany Lutheran Church.

In attendance were Chris Driggs and Scott Robuck, Directors; Carl Gamble, Property Manager; Ginger Grissom, Recording Secretary; and Zeke Salinas, Member.

1. **Call to Order.** After determining that a quorum was present, the meeting was called to order by Scott Robuck at 7:00 p.m.

2. **Minutes.** Scott Robuck moved that the minutes of the May 19, 2009 meeting be approved. Chris Driggs seconded, and the motion carried.

3. **Members' Comments.** One Member commented that his gas lantern had disintegrated. He further stated that he has ordered the part and will keep his porch light on until he gets it fixed.

4. **Committee Reports.**

(a) Activity Committee. The Fourth of July event was a success and came under budget. The Movies in the Park sponsored by realtor Stacy Turchiano has also been successful. The next events will be the Fall Festival and home decorating contest.

(b) Pool Committee. Scott Robuck reported that the Association has purchased an automatic external defibrillator for use by the lifeguards. The device has a siren alarm system to deter tampering. Scott is also planning to purchase new lane lines for the pool.

(c) Landscape Committee. Chris Driggs reported that it has been impossible to keep the plants alive this summer because of the drought.

(d) Parking Committee. Zeke Salinas reported that the City has new rules with regard to the parking permit program. He has asked for a copy of the new rules but has been unable to obtain them. He has been informed that he will have to go before the City Board and obtain a resolution before adding new blocks to the program. Zeke will schedule a meeting with the Bowie principal soon to discuss measures that can be taken to educate the students about "no parking" zones within our community.

(e) ACC Committee. Scott Robuck would like additional help with this committee.

5. **Property Manager Reports**

- (a) Delinquency Report. To be discussed in Executive Session.
- (c) Deed Restriction Violations Report. To be discussed in Executive Session.
- (d) Homeowner Concerns. None reported.
- (e) Garage Sale Permit Requests. A number of requests have been made and approved.
- (f) Pool Party Request Report. None requested.
- (g) Manager's Action Items Report.
 - (i) Collections Attorney. Carl Gamble suggested that the Association hire attorney Adam Pugh to take a more aggressive approach to the Association's collection problems wherein notice is given to the Homeowner and hefty fines are imposed if Mr. Pugh has to get involved. Scott Robuck moved that the Association hire Mr. Pugh to handle pre-litigation collection matters. Chris Driggs seconded the motion. Susan Haney will continue to handle the current litigation matters.
 - (ii) Sale of Extra Signs. The Woods of Westlake and Travis Country West have purchased the Association's extra signs.
 - (iii) Resale Certificate and Transfer Fees. Carl Gamble stated that the current fee for resale certificates is \$250.00. The current fee for the transfer of ownership is \$150.00. The seller usually pays the resale certificate fee and the new owner usually pays the transfer fee; however, this is something that can be negotiated by the parties at the time the property sells.
 - (iv) Budget. Carl Gamble reported that our budget is in good shape. His bookkeeping department erroneously placed the pool maintenance budget and lifeguard budget together. He will request that these two line items be separated. He will work on preparing a budget for 2010 so that the Directors may approve it before the end of 2009.
 - (v) Conservation Map. Carl Gamble has requested a map from the Conservation Department and will share it with the Directors once he receives it.

6. **Old Business**

(a) New Director's Position. The Director's will be interviewing potential Members to fill the position vacated by Pam Monday.

7. **New Business**

(a) 2009 Meeting Dates. The current meeting schedule for 2009 is:

September 15th

November 17th

(b) The Association's Financials. Scott Robuck discussed having a Member review the Association's Financials on a volunteer basis. This will take the burden off of the Directors. Scott has a Member in mind that may be willing to do this on a volunteer basis.

(c) Insurance. Scott Robuck has been approached by a Farmers Insurance agent about giving the Association another quote. The Directors agreed that Scott Robuck should obtain the Farmers Insurance quote.

(d) Carl Gamble's Phone Numbers. Chris Driggs will place a better sign on the bulletin board so that Members have the correct contact information for Carl Gamble.

8. **Adjournment.** The meeting was adjourned at 8:10 p.m.

Chris Driggs, President

Attachments: None