

**Westwood Landowners' Association
Board of Directors Meeting
August 13, 2020 Monthly Meeting Minutes
Magnolia, TX 77354**

Monthly Meeting: The Board of Directors of the Westwood Landowners' Association (WWLOA) convened in a virtual meeting open to all Members of WWLOA at 7:00pm.

Members were provided information to call in to participate in the meeting as well as an email address to submit comments/questions during the meeting.

Board of Directors

Present: Rob Pinell, Vice President – By Phone
Diana Maichetti, Treasurer
Mike Pidotella, Secretary
Toni Collins, Member-at-Large

Absent: Pat Troy, President

Open Positions: None

Quorum was present, 4/5

The Vice President called the meeting to order at 7:06 pm.

- 1) The Board Members present introduced themselves.
- 2) Summarize Board Actions
 - a) The Secretary read the following Board Actions:
 - 7/9/2020 Approved ACC Application (Chipotle / Regions Bank)
 - 7/16/2020 Approved:
 - July 9, 2020 Meeting Minutes
 - \$3800 to remove 2 trees and trim remaining trees at Westwood North park.
 - 7/28/2020 Approved \$3850.22 to repair pump and plumbing at Westwood North pool.
 - 8/6/2020 Approved:
 - \$750 to trim trees at Nickaburr Creek recreation area
 - \$700 to trim trees at Oak Bluff recreation area
- 3) Old Business
 - a) Open ACC Position
 - (1) The Treasurer stated that we still have an open ACC position to be filled. If anyone would like to support our community by serving on the ACC please contact the office. Currently only 4 of 5 positions are filled.

b) Update on Annual Meeting & Election

(1) The Secretary stated:

- (a) Our Annual Meeting & Election normally held on the second Saturday in June, according to our bylaws, needed to be postponed due to the COVID-19 pandemic
- (b) Our Annual Meeting & Election will be held on Saturday September 19, 2020 at the Oak Bluff pavilion.
- (c) A mailing containing the Notice of Annual Meeting / Election, Agenda, Absentee Ballot, Proxy and Candidate Biographies will sent out on or before August 20, 2020.
- (d) Everyone will be asked to maintain social distancing by staying at least six (6) feet away from those that are not members of their household during the entire event.
- (e) A photo ID will be needed to sign in and obtain your on-site ballot.
- (f) Masks, covering mouth and nose, will be required while signing in and obtaining your on-site ballot (registration). After registration, masks are optional.

4) Appeals of Denial of ACC Applications

- a) Residential ACC Appeal – The person that requested to have their appeal placed on the agenda for this meeting did not reply when called to present their appeal. No appeal was presented.

5) The Treasurer announced that the meeting is open for questions or Comments.

- a) The Secretary noted that Julie VanderHorst submitted an email to meeting@westwoodloa.org stating that she would like to ask some questions.
- b) Julie VanderHorst mentioned that the amenities throughout the community: pools, tennis courts, etc. are old and have not been maintained as needed due to lack of funds. She noted that the Board has been doing what it can with available money like the recent improvements to the parks and playgrounds. She suggested that the Board may want to consider having the LOA obtain a loan to obtain sufficient funds to address all of the necessary needed repairs and maintenance to our amenities.
 - i) The Vice President noted that it was a good idea and that that we will look into it.
- c) Julie VanderHorst also mentioned that a resident in the Sendera Ranch community is developing a website to help both present and collect information about the flooding problems impacting the local area. Information presented will include the effort on finding Grants and working with Government Agencies. Also, information will be collected to help build a database with information pertaining to the problem areas.
 - i) Julie asked if information could be put on our website (westwoodloa.org) to inform Westwood Landowners about this and possibly include a link to this new website.
 - ii) The Secretary mentioned that this sounded like a good idea however, no commitment could be made without first getting more information and seeing what it looks like. He mentioned that since he is the one that maintains Westwood's website, he would be happy to work with her to pursue this further.

- 6) The Secretary noted that there were no additional question or comments submitted to meeting@westwoodloa.org.
- 7) The Treasurer opened the meeting to everyone on the call for any questions or comments.
 - a) Kristin Keyser and Amanda Underwood each had questions:
 - i) Kristin Keyser asked if there was any update on the denial of her submitted Pool Use Exception Request Form and consideration for revising the pool rules pertaining to the number of children under the age of 14 per adult providing supervision since her meeting with the Board to appeal the Board's decision to not approve her request.
 - (1) The Treasurer noted that she has looked into other community pools and her research shows that that Westwood is not as strict as other communities.
 - (2) Kristin Keyser noted that she has located information that would support her point to allow more children under the age of 14 per adult providing supervision than the limit detailed in Westwood's Pool Rules.
 - (3) The Treasurer suggested that she should send the information she found to the office, at office@westwoodloa.org, and request the office to forward it to the Treasurer for her review.
 - ii) Amanda Underwood asked what the process was for changing the pool rules.
 - (1) The Secretary noted that this would be something the Board has not needed to consider as the Pool Rules have been around for a long time and he was not aware of there being any concern with them until this case of challenging the rule limiting the number of children under the age of 14 to four (4) per supervising adult. The Board would need to review the rules to determine if any changes are needed. Ideally a Board member would determine there is a need or follow up on a request from a member. Research the issue and if needed, propose recommended changes to the Board for a vote on accepting the changes. The Board may decide to incur legal fees for review by the LOA's attorney. Then the Pool Rules document on file with county (effective March 2012) would need to be revised and the updated Pool Rules would need to be filed. The Secretary added that he personally was leading several time-consuming projects to benefit Westwood overall and did not have the time to dedicate to a review and evaluation of the pool rules.
 - iii) Amanda Underwood mentioned that the 2019 budget shows \$37,000. on the plus side and asked if those funds could be used for repairs to the amenities.
 - (1) The Treasurer replied that these funds have already been used for improvements and repairs to our amenities including playground improvements and pool equipment improvements and repairs for example.
 - iv) Kristin Keyser asked if there was any way to see information about the cost for repairs, etc.
 - (1) The Treasurer replied that Financial information is presented at the Annual Meeting.
 - (2) The Secretary added that as presented earlier during tonight's meeting, the Board presents the Board's Actions since the last Open Board Meeting. Board approved expenses are included in the Board's Actions. These Board Actions are available in the meeting minutes.
 - (3) The Secretary also noted that the Board would like to get the member's input on developing a plan to address the needed improvements to the tennis courts and swimming pools for example. In his opinion the needs to maintain and repair the number of amenities (3 pools, 2 tennis courts each at two locations for example) given their age and conditions is more than what the LOA can do with, in his opinion, the low annual maintenance fees compared to surrounding communities with fewer amenities.

- (4) The topic of a Special Assessment was mentioned.
- (5) Kristin Keyser asked what would happen if there was not enough Board Members.
 - (a) The Secretary replied that if the situation arose where there were less than three (3) Board Members, The LOA would not be able to conduct its business as a majority of the five (5) Member Board, which is three (3) Members, is required to vote and decide on LOA business.
 - (b) The Secretary suggested that the LOA would go into Receivership. The Treasurer and Member-at-Large agreed and indicated that the court would step in and appoint someone or some organization to run the LOA until a decision could be made on the future of the LOA.
- (6) Amanda Underwood asked about Absentee Ballots and member's ability to nominate themselves from the floor during the Annual Meeting for a Board Director position up for election.
 - (a) The Secretary stated that the candidate names placed on the Absentee Ballots were obtained from those members that submitted a Self-Nomination form by the stated deadline. Since we needed to postpone the Annual Meeting / Election this year due to COVID-19, a second Self-Nomination period was made available. The Absentee Ballots are mailed out to Landowners prior to the Annual Meeting and must be returned to the LOA's CPA for counting prior to the Annual Meeting (for the purpose of determining if a quorum is established at the meeting). These same names will also be placed on the On-Site Ballot along with space to write in the name of anyone nominating themselves from the floor during the Annual Meeting.

- 8) The Vice President asked if there were any other questions or comments before the meeting is adjourned. There were no additional questions or comments.

- 9) The Secretary noted there were no additional comments or questions submitted to meeting@westwoodloa.org.

The Treasurer motioned to adjourn the meeting. The Secretary seconded the motion. The motion carried unanimously. The Vice President adjourned the meeting at 7:56 pm.