

MAINTENANCE ASSOCIATION OF WHISPERING LAKES RANCH QUARTERLY BOARD MEETING MINUTES

January 25, 2016

The January 25, 2016 quarterly board executive meeting for the Maintenance Association of Whispering Lakes Ranch was called to order at 6:00 p.m. at the office of Houston Community Management Services. Board members Steve Glenn, Jeff Farmer, Roy Hunter, Chad Jordan and Pete Bauer were present. Monica Stewart and Rikki Block representatives from HCMS were present. Monica Stewart recorded the meeting minutes.

EXECUTIVE SESSION

A quorum of board members was verified and the meeting was called to order at 6:08 pm.

The Board entered into extended discussion with HCMS on accounting and management policies, vendor portal, and a review of performance. Accounting Task: verify 2015 Yearly Reserve Allocations correct and report to Board on 2014 audit results as soon as ready.

Discussed website and bulk email options including Volo Village, Associa systems. Board will further research.

Amend to extend the end date of the Texas Turf contract to 12/31/2016.

At 6:50 p.m. WLR homeowner Johnnie Person joined the meeting to offer options for entrance area landscaping improvements:

- Irrigation Repairs
- Stone wall Repairs
- Plant Preservation and Installation

Steve Glenn made a motion to adjourn the executive at 7:04 pm. Pete Bauer. seconded and the motion was carried. All business for the Executive Session was not finished and will commence after the General Session.

MINUTES OF OPEN SESSION

Approximately thirty-two (32) homes were present at the Open Session.

The open session was called to order at approximately

A motion was made by Steve Glenn to approve the minutes from the October 26, 2015 quarterly board meeting. The motion was seconded by Jeff Farmer and the motion passed.

COMMUNITY UPDATE was provided by Steve Glenn:

- **Landscaping** - Repairs and improvements planned for the entrance area in 2016.

- **Committee Sign Up** – As existing committees are revitalized and new committees are created to address the neighborhood’s needs, Steve encouraged homeowners to volunteer their skills and time.
- **Completion of 2014 Financial Audit:** Expected within the next few days and should be reported out at next meeting. External audits of earlier years are being worked.
- **Resale of 19 homes for the year of 2015**
- **Reserve Study (2) Findings and Discussion.** The 2015 reserve study was inconsistent with, and less complete than, the first reserve study of November 2010. The largest disconnect is the projected costs for streets. Also noted was the uncertainty of the timeframe and cost for dredging. The projections on the street costs will take significant research. HCMS will inquire of Lake Pro regarding a projection on when lake dredging might be needed.

COMMITTEES

- **Landscape:** Johnnie Person has kindly volunteered to lead an effort to beautify our entrance area. One of the big issues is that the soil is clay and plants don’t do well; it really needs to be replaced. Seeking volunteers for that project as well as the landscape committee as a whole.
- **Social:** Santa made his rounds in December, and the next planned event is the annual Spring Fling, tentatively scheduled for the weekend of Easter. We also need ongoing help with the Welcome Whisperers, who greet new homeowners in “Welcome Wagon” fashion.

OLD BUSINESS: none.

NEW BUSINESS:

- **Committee restructuring:** The existing landscaping and social committees are seeing a lot of turn over; volunteers needed. As we are having some difficulty with maintenance of the network that runs our entry area camera system, we hope that homeowners with IT knowledge might volunteer to assist with system maintenance. We do not currently have a dedicated bulk email solution and need assistance with web site maintenance. With a few knowledgeable volunteers, we may be able to improve these services at negligible cost, otherwise we will most likely contract these services out. Each way has plusses and minuses.
- **Gate Committee:** The ad hoc gate committee agreed to reactivate and put together a plan that would allow the new gates to be operated on a 24/7 basis. Once a draft of the plan is ready, it will be submitted to the whole community for comment.

FINANCIALS

2015 Financials were reviewed. The financial statements distributed indicate that we were more than \$150,000 under budget but this is misleading. There was an accounting issue that did not recognize the expense associated with the annual reserve contributions. After moving this \$125,000 into reserves, there is a \$25,000 surplus that was expected to be used as part of the front gate enhancement project.

HOMEOWNER COMMENTS TO BOARD:

L. Skiba expressed concerns about community website and overall community communication.

S. Curly inquired about certified letter sent to HCMS regarding her request to perform an audit on the Association.

