

**River Oaks Council of Co-Owners
Annual Meeting Minutes
March 9, 2016**

ESTABLISH A QUORUM AND CALL MEETING TO ORDER

A quorum was established of 63.4008% with a combination of those appearing in person and by proxy. President Lyla Gillaspie called the meeting to order at 6:35 p.m. The meeting was held at St. Anne's Church located at 2140 Westheimer, Houston, Texas 77098 in the Basil Hall.

Board Members Present:

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| • Lyla Gillaspie | Board President |
| • Neil Goldstein | Vice President |
| • Steven Young | Secretary |
| • Alice Bragg | Treasurer |
| • Michael Olsen | Member at Large |

Also Present: Therese Morales, Property Manager/Recording Secretary & Maggie Bilski/KRJ Management Inc. Controller who helped with sign in, and counted the ballots

Paid Legal Advisor Present: Rick Barker, association attorney from Roberts, Markel, Weinberg, Butler & Hailey.

Reading & Approval of the March 26, 2015 Annual Meeting Minutes- At the request of Alice Bragg, Treasurer, the previous Annual Meeting Minutes were read aloud by Therese Morales the Property Manager. A motion was made, seconded, and all in attendance approved the Annual Meeting Minutes from March 26, 2015.

President's Report-Lyla Gillaspie:

Accomplishments since the last Annual Meeting:

- Making the business of the Association as transparent to the Homeowners as we possibly can, and give as much information at each meeting as we can.
- Revamping the guard house, and now it is available for homeowners to rent for parties a book club or etc. It had also not been painted in seventeen years, and needed a “face lift”.
- Replaced the 27 year old AC system in the guard house with a new and more efficient unit.
- We have engaged a new gate contractor with a monthly service contract to maintain the gates to hopefully catch a problem before it starts, and he was also able to repair the gate box in front of the security office also.
- Pressure washed all the awnings, pool fence & various other brick areas that were moldy. We now have our own new pressure washer and Baldamero pressure washes the sidewalks one day a week and the pool furniture on Fridays.
- Effectively put in a 3 bid system on major repairs for the property, and this has already saved thousands in repair costs.
- Installed new metal gate signs.
- Major tree trimming project where a board member saved us thousands of dollars and worked with an arborist to help save a few of the distressed Oaks on the property.
- Performed pavement repairs in the east driveway and parking area.
- All fire lanes repainted and had all interior striping of the parking spaces re-done.

- We worked with the City of Houston to fix the major drainage problems on Peden street and had our own drain on Peden hydro jetted out.
- We invited our City Council woman Ellen Cohen to visit our property and she attended our last board meeting on January 28th, so now we have a direct connected to City Hall for any City issues that affect our property. They also invited Lyla to come to a special meeting at City Hall but unfortunately the first meeting was the same night as the Annual Meeting.
- We were able to install new & additional bike racks. This is so that homeowner's are not storing the bikes on their balconies where they show.
- Through our continuing good relationship with KRJ, our association will enjoy an insurance savings of \$19,181.00 this year.
- We hired a new exterminating company (Pioneer Exterminating) who replaced all of our 12+ year old bait stations, and added a few new, so we now have 46 new bait stations on the property. This company not only gives us a better rate, but is more accountable for the service they give us, and they leave a monthly report with the guard as to how many stations they rebaited. They also provide a better rat station which is bolted to a concrete block and will not fall over.
- Thru sheer determination and hard work, we are rapidly reaching our goal of \$450,000 in our Replacement Reserve Account.

Treasurer's Report-Therese Morales, Property Manager:

Operating Account:	\$ 13,947.21
Money Market Accounts:	
Insurance Reserves	\$ 36,179.42
Replacement Reserves	\$396,793.14
Total Money Market	<u>\$432,972.56</u>
Total Cash	\$446,919.57

Election- Introduction of Candidates listed on the Ballot:

Michelle LeBlanc, Kathleen Mundy, and Mike Olsen advised the Homeowner's in attendance of their particular reason for wanting to serve on the Board of Directors.

Nomination from the Floor: A nomination was made, and seconded from the floor for Lisa Tubbe to place her name on the ballot. Lisa then advised the Homeowner's in attendance of her reason for wanting to serve on the Board of Directors.

While the votes were being tabulated Lyla Gillaspie spoke about:

New Business-Looking forward to 2016

- In the next few weeks we will announce an informal discussion for the homeowners to talk about the roofing project and new upgraded security cameras for the property.
- Improve and add to the interior lighting of the property
- Looking for ways to improve our overall security
- Repainting and repairing all of the wrought iron fence work
- We look forward to your input in the coming months – your ideas and suggestions for moving forward.

Homeowner Forum:

A homeowner inquired if it would be the flat or mansard roofs that would be replaced. Lyla advised it would be the mansard roofs that would be replaced because the flat roofs were in good condition. It was also talked about how the City of Houston had replaced the street lights in the Haddon parking lot with LED lighting, which really brightened up the parking lot. Lyla also spoke about galvanized piping in the units and how some homeowners are proactively going ahead and changing out their pipes before a leak occurs. The property is 38 years old, and when the pipes are changed out this also helps with water pressure in units (due to the build up in galvanized pipes which eventually restricts the water flow). Michael advised changing of the pipes should be thought about when repainting the units, because the sheetrock has to be cut to access the galvanized pipes.

A homeowner inquired about the “coating” that was talked about previously for roofs and chimneys. It was explained the “coating” is for leaking chimney’s and it can even be “toned” to the same color as the paint on the chimneys now. Lyla explained that the Board will have the “experts” come out and talk to the homeowners about all the options available for the Hydro-stop product, the roof replacements, and security cameras in the near future.

A homeowner inquired about the cost to replace all the galvanized plumbing pipes in their unit. Mike advised it depends on the size of the unit, and a homeowner advised how much she had spent when she had all her pipes replaced.

A homeowner inquired about the problems with the security company. Lyla advised that this is an on-going problem, and the daytime shift does not appear to be a problem it’s the night time that appears to have the problem. But the Board is constantly aware, and has been attempting to deal with this issue. She also feels that going with the cheapest security company was not the best idea (the Officer in Charge only makes \$9.00 an hour), and in her opinion the property may have to pay a little bit more to get better grade of service & guard. She went on to say that the reason a lot of homeowners made the decision to buy at River Oaks Gardens was because of the 24-7 security guards.

A homeowner mentioned when the Board considers re-stenciling the parking numbers, rather than having to drive in the carport space to see the number, if the number could be painted on the metal part –**before** you would enter the parking spot.

A homeowner mentioned there is some type of bugs that are swarming in the trees outside the mailroom. Therese advised she will get with the landscape supervisor and get this checked into.

A homeowner mentioned there are a lot of snails in the landscaping, and she believes they are killing the plants. Therese advised she will also mention this to the landscaping supervisor to get checked on.

Announce Results of Election:

After tabulating the votes, the three new Board Members were announced:

- Michelle LeBlanc
- Kathleen Mundy
- Mike Olsen

Adjournment to Executive-Lyla Gillaspie advised in the Executive Session the subjects to be discussed will be positions of the Board Members, the VF Landscaping contract that is up for renewal and Arrears. Lyla also thanked the board members whose terms were up for their service to the Board of Directors. Being no further business to discuss the General portion of the Annual Meeting was adjourned at 7:30 p.m.