



# Woodlake Property Owners Association

Minutes of the Board of Directors Meeting - Sunday, November 16, 2014

**CALL TO ORDER:** This meeting was called to order by board member and president, Bill K. at 4:00pm at 8045 Key Largo, Belton, Texas.

**OTHER BOARD MEMBERS PRESENT:** Larry W (also Vice-President), Robin R, Bruce S, Michael G (also Treasurer), and Eric S.

**ASSISTANTS (NOT BOARD MEMBERS) PRESENT:** Tom K. (Scribe and webmaster).

**GUESTS PRESENT:** Chief Taylor (Sparta Volunteer Fire Department), Jackson E, Gabe K, and Montana S (awardees) and a parent of each of the 3 awardees.

**COMMITTEE AND PROGRAM LEADERS PRESENT:** Howard S. (Chairman, ACC and Coordinator, neighborhood watch program)

**OTHER PROPERTY OWNERS PRESENT:** Frances & J.M. S, Mike B, Julia G, Dave P, Debbie K (administrator <https://twitter.com/WoodlakeBelton>),

**DECLARATION OF QUORUM:** The President declared a quorum for this meeting, based on the Board members present.

**VISITORS/CITIZENS/PROPERTY OWNERS FORUM:** The President offered time for anyone to speak about any matter not already on the agenda. There were none.

**APPROVAL OF THE MINUTES OF THE LAST REGULAR BOARD MEETING:** The Board voted to approve the minutes of the July 19, 2014 Board of Directors meeting as published at [Woodlake.net](http://Woodlake.net).

## **OFFICERS REPORTS, COMMITTEE AND PROGRAM REPORTS:**

### **Treasurer's Report: 16 November 2014**

Beginning balance (at last BOD meeting): \$8,399.88

Activity since last BOD meeting:

---Deposits: \$375

---Withdrawal:\$100 (petty cash)

---Expenses: \$503.46

-Utilities: \$86.69

-Postage: \$16.77

-Accent Services: \$400.00  
Balance of funds 11/19/14 including \$83.13 petty cash still on hand: \$8,254.55  
The Board of Directors voted to approve this financial report.

**Architectural Control Committee (ACC) Report:** No report.

**Neighborhood Watch (NW) Program Report:** Howard S, thanked Debbie K, Nancy G, Teresa R and Tom K who all helped with the successful Neighborhood Night Out event held 8 October 2014.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

1. The President called 3 boys (Jackson E, Gabe K, and Montana S) to approach the board of directors for presentation of awards. All 3 boys were presented with a Walmart gift card and a "Hero Certificate" which read as follows: "*(Name) was recognized this date by the Woodlake Property Owners Association for his courageous actions when he and two friends came to the assistance of a Woodlake resident by pulling two attacking pit bull dogs from the man and his toy poodle near the intersection of Woodlake Circle and Wind Bell streets, Bell County, Texas. His quick and selfless action saved the man and poodle from more serious injuries.*" After the presentation, Board members and attending property owners congratulated the 3 boys and a photograph was taken for posting at [Woodlake.net](http://Woodlake.net).

2. The Board addressed covenant enforcement actions. The Board noted that, when a covenant violation comes to the attention of the Board of Directors, efforts will always be made to obtain compliance by informal communication with the offending property owner (email, phone call and/or personal visit). If informal efforts are not successful, formal action will then be initiated. Specific action steps for the formal enforcement process are outlined in the WPOA Policy Manual (published at [Woodlake.net](http://Woodlake.net)).

The Board voted to assign the administrative processing of *formal* enforcement actions (not the decision to enforce) to our administrative advisor, Mr. Bill Jones of Accent Realty. All *informal* enforcement notifications and the decision to begin the formal enforcement process will remain 100% with the Board of Directors. Mr. Jones will simply conduct the required formal enforcement steps after the Board decides to escalate the matter to formal enforcement processing. Mr. Jones will be compensated for this additional administrative task by the covenant enforcement fines he collects on behalf of WPOA.

3. Board members discussed a problem of non-Woodlake residents using the Association's tennis courts for basketball, skate boarding and other activities. Non-Woodlake residents could be a liability in case of injury. It was noted that a sign hangs over the tennis courts entrance gate

which clearly states that the area is “private property” and for “the exclusive use of Woodlake residents and their families”. The Board decided that an additional sign would probably not be any more effective than the current sign. The Board agreed that Board members and other property owners should stay aware of who is using the tennis courts and, if we see non-Woodlake residents using the facilities, we should remind them that they are trespassing on private property.

**FURTHER COMMENTS FROM THE BOARD:** There were none.

**ADJORNMENT:** This meeting was adjourned, by the President, at 4:57 pm.

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Tom Kirwan, Scribe

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