

University Oaks Civic Club Board Meeting Minutes  
February 13 ,2019

Meeting called to order by Everette Penn @ 7:31pm  
Members present: Everette Penn, Mitch Glassman, Gwen Corolla, Dustin Wyndham, Chris Hollins, Roy Marrero. Sandra Buckner was not present as she was out of town.

Minutes from last meeting were submitted and motion for acceptance was made by Mitch and seconded by Chris. They were accepted unanimously. Everette thanked Jennifer for her managing the Facebook page and reminded all of local area meetings regarding street improvements and traffic flow changes that may affect the neighborhood. He also thanked our host Evelyn Broussard.

#### Committee Reports

Treasurer- Chris Hollins reviewed income and expenses from January and reported 35% of Homeowners have paid their dues so far. He also commented on the success of the amnesty program.

In discussion David Coym questioned whether the last audit of the finances was performed in accordance to the by-laws. He suggested an ad-hoc committee be formed to review the audit. Everette motioned that David Coym chair that committee. It was seconded by Gwen and passed unanimously.

#### Deed Restrictions

Dustin reported for Sandra. There were no major violations noted on the neighborhood walk through. Several minor violations were noted and next steps are being considered.

#### Architecture Committee

Wilbert Taylor reported that architectural guidelines are being developed and will be a clarification of achitectural deed restrictions. The guidelines should be completed in 2-3 months.

The question was raised that because architecture is a subjective field how will the guidelines be made to remove the subjectivity of the committee? Wilbur noted that prior to adoption of the new guidelines, there will be public comment and suggestions will be considered.

#### Security

Roy reported on a new protocol for reporting crime in the neighborhood. It was published in the newsletter. The Personal and Home Safety Manuals have been ordered and will be distributed when they arrive. Still working on a used police car for the neighborhood. The purchase of 4 sets of magnetic placards to be purchased for our police patrol was motioned by Gwen and seconded by Dustin. It passed unanimously. Questions were raised about cars parking in the neighbor

that appeared suspicious. It was suggested that a picture of the car and license plate be taken and forward to security and it would be passed on to our police officers. It was also suggested that we see what other neighborhoods were doing for security.

#### Social Committee

Gwen reported they will be meeting monthly on 1<sup>st</sup> Sunday

Vicki Eaker is in charge of newsletter and is currently seeking contributions for the newsletter. Jennifer Erwing was acknowledged for her work on the Facebook page. A neighborhood cleanup is being planned for March with more information to come at next meeting. A representative from Houston Parks and Recreation will be at the March meeting.

#### Hospitality

Everette reports that he has visited 3 new neighbors

#### Environment/ Landscaping

Tree planting was cancelled due to getting too late in the year.

The Transportation Manager for City of Houston will speak in April.

#### Branding Committee

Dustin reports UO received a neighborhood grant that will be use to help pay for the new signs. It will reduce the cost by \$5000. The signs should be installing within the next month. Website basics are done and now adding content. Should be up within the next couple of months.

A motion to accept all reports was made by Mitch and seconded by Gwen. They were accepted unanimously.

#### New Business

The management certificate for University Oaks Board needs to be submitted to and recorded by the county.

Next Board meeting is scheduled for March 13. It was suggested that due to spring break falling on that week the meeting be moved forward to the 6<sup>th</sup> of March. The change was motioned by Everette and seconded by Chris and passed 4 to 1.

Motion to adjourn the meeting was made by Chris and seconded by Mitch.

Meeting was adjourned at 8:48 pm.