Woodstream Community Association, Inc
Board Meeting Minutes

September 23, 2025

Pursuant to Article 6, Section 1 of the Amended Bylaws of the Woodstream Community Association, Inc a Board Meeting was duly called and held Tuesday, September 23, 2025 at the Woodstream Community Clubhouse – 4535 Woodstream Village Dr. Kingwood, TX 77345.

I. **IN ATTENDANCE:** In attendance, representing the Woodstream Community Association, Inc. Board of Directors were Frances Andrews, William Grim, and Chris Kalman. In attendance representing Spectrum Association Management were Community Manager Stephanie Garza and Client Relations Manager Patty Zagorski.

II. **HOMEOWNERS:** There were fourteen (14) homeowners in attendance.

III. **DETERMINATION OF QUORUM:** A quorum of Board members was announced, and the meeting was called to order at 6:04 p.m.

IV. **APPROVAL OF MINUTES:** Prior Meeting Minutes for May 28, 2025 were motioned to approve by William Grim and seconded Frances Andrews, with all in favor.

V. **GENERAL BUSINESS:**

a. **New Resolutions & Approval:** The Board of Directors reviewed the Swimming Pool Enclosure Guidelines, Violation Enforcement Resolution, Violation Enforcement Procedure and Schedule, Landscape Maintenance Guidelines during Temporary Water Restrictions Policy, Bid Solicitation Process, Billing Policy and Payment Plan Guidelines, Conflict of Interest Policy, Electronic and Telephonic Action Policy, E-Mail Registration Policy, Flag Display Guidelines, Membership Voting Policy, Rainwater Collection Device Guidelines, Records Inspection Policy, Records Retention Policy, Religious Display Guidelines, Roofing Material Guidelines, Self-Help and Forced Maintenance Enforcement Resolution, Solar Energy Device Guidelines, Standby Electric Generators Guidelines. Frances Andrews motioned to approve the policies as presented and William Grim second the motion with all in favor from remaining board members.

a. **Pool Management Contract Quote Review** The board has requested some adjustments be made to the quotes and have tabled until quotes are received.

b. **Pool Plaster Quote Review** The board has requested some adjustments be made to the quotes and have tabled until quotes are received.

c. **Clubhouse Rental Agreement Review** Stephanie Garza reviewed the safety requirements needed for the pool gate, the board has been presented with the Reservation Questionnaire for Spectrum, they will review and provide their feedback.

d. **Future Project Discussion** The board would like to have the Reserve Study to be reviewed to get an idea of projects that are on schedule. The board would also like to begin working on the irrigation project to determine what repairs are needed.

VI. **EXECUTIVE SESSION:** At p.m., the Board of Directors adjourned for a closed executive session.

a. **Legal Status Report Review:** The Board reviewed the following accounts and approved to proceed with lawsuit proceedings:

VII. **ADJOURNMENT:** With no further business, the meeting was adjourned at 8:41 p.m.

_____	_____
Authorized Signer	Stephanie Garza
Woodstream CAI	Managing Agent