



# ROYAL OAKS

## ROYAL OAKS RESIDENTIAL COMMUNITY OWNERS ASSOCIATION MEETING OF THE BOARD OF DIRECTORS

Tuesday, May 3, 2022 at 3:00 p.m.

Royal Oaks RCOA Office

11231 Richmond Ave. Suite D111

Houston, TX 77082

### AGENDA

- I. Call to Order/Establish Quorum**
- II. Initial Executive Session**
  - A. Enforcement Actions
- III. Adjournment of Executive Session**
- IV. Open Forum** (Three-minute limit for each question/comment)
- V. Election of Officers**
  - A. President
  - B. Vice President
  - C. Treasurer
  - D. Secretary
- VI. Summary of Board Action Outside of Open Meeting**
  - A. Approval of 2022 -2023 Insurance Package
  - B. Approval of emergency exterior brick wall repair on Kirkwood
- VII. Minutes Review and Approval**
  - A. February 22, 2022
- VIII. Financial Reports**
  - A. March 2022
  - B. Consideration and approval of year ending 2021 Audit
  - C. Consideration of audit and tax engagement proposal – year end 2022
  - D. Consideration of turning delinquent owners to the Association’s attorney for collection pursuit
- IX. New Business (Action May be Taken)**
  - A. Consideration of revised JanSan Alcaide janitorial service contract
- X. Conclusion of Executive Session**
  - A. Legal Matters
  - B. Personnel Matters
  - C. Private Owner Matters
  - D. Vendor Contracts
- XI. Adjournment**