

# PROVIDENCE COMMUNITY ASSOCIATION, INC.

Regular Meeting of the Board of Directors

Tuesday, November 17, 2009

The monthly meeting of the Providence Community Association Board of Directors was held Tuesday, November 17, 2009, at the Providence Clubhouse, located at 9114 Woodleigh Drive, Houston, Texas 77083. Director Huss called the meeting to order at 7:30 PM and quorum was established.

Present: Michael Huss, President  
Tommy Armour, Vice President  
George Haynes, Secretary  
Sandra Weider, Treasurer  
Bridgett Cummings, SCS Management Services  
Veronica Flores, SCS Management Services

Absent: John Papendick, Director

Homeowners & Guests: As listed on attached sign-in sheet

## HOMEOWNERS & GUESTS TO ADDRESS THE BOARD:

Frank Lewis, 8727 Rocky Valley, requested to address the Board regarding a deed restriction violation; however, Mr. Lewis did not attend the meeting.

## MINUTES:

The Minutes of the Regular Monthly Board Meeting held on October 20, 2009 were reviewed. Director Huss made a motion to approve the minutes as written. Director Armour seconded the motion. All were in favor.

## COMMITTEE REPORTS:

No other committee reports were given.

## TREASURER'S REPORT:

Director Weider reported a 95% collection rate for current year assessments and a 101% collection rate for total income budgeted. The expenses incurred are at 89% of that budgeted and the total cash on hand is \$363,400.00. All financial information is current as of October 31, 2009.

## MANAGEMENT REPORT:

**Action Item List:** Ms. Cummings reported all items on the action item list as complete.

**CAMI:** The items listed on the CAMI were reviewed. Director Huss will have community volunteers replace some of the sign clamps that have rusted or have come loose. Paul Weider volunteered to purchase and replace the bulbs outside the clubhouse.

## DEED RESTRICTION/ACC REPORT:

The Board Referral list was reviewed. Four violations were approved to receive attorney demands and three violations were approved for lawsuits. Two violations will receive another notice of non-compliance, one was cleared, and four others were put on hold.

**ACC REPORT:**

There were no pending ACC applications.

**LEGAL STATUS:** The legal status report was reviewed; no action was required.

**OLD BUSINESS:**

Communication Coordinator, Debbie Hooper, reported the new web address as [www.pca77083.com](http://www.pca77083.com). Ms. Hooper also recommended an e-newsletter that will be used to inform residents via email quarterly or on an as needed basis of news or events that may need to be reported immediately rather than waiting for the next newsletter publication. Director Huss made a motion to approve the e-newsletter. Director Armour seconded the motion. All were in favor.

Ms. Cummings provided a copy of the approved budget to the Board members for their records.

**NEW BUSINESS:**

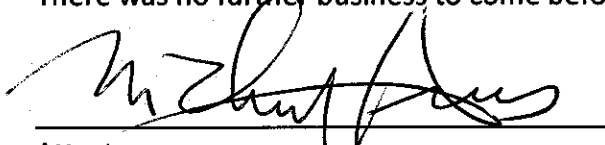
The annual meeting is scheduled for January 19, 2010. The notices are scheduled to be mailed on January 4, 2010. The minutes from the 2009 annual meeting will be included in the handout. Debbie Hooper will be providing an insert to SCS Management to be mailed with the annual meeting notice. Since the annual meeting notices are sent to owners only the Board requested the insert be mailed separately to all rental properties in the neighborhood as it will contain information that owners and renters will benefit from.

Ms. Cummings presented minor changes to the wording regarding installment plans on the resolution the Association has in place regarding assessment collection. The Board reviewed the changes and the resolution was executed. It will be filed for record with the Clerk of Fort Bend County.

Ms. Cummings also presented the Engagement Letter from Kevin McKenna, CPA, to perform the annual audit and tax return. The cost increased \$100 to a total of \$1,700. Director Weider made a motion to approve the increase and retain the service of Mr. McKenna. Director Armour seconded the motion. All were in favor.

**ADJOURNMENT:**

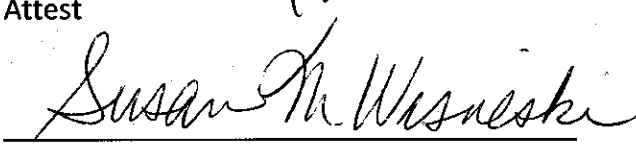
There was no further business to come before the Board and the meeting adjourned at 8:55 PM.



Attest

2/16/2010

Date



Attest

2/16/2010

Date