

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, March 15, 2016

The monthly meeting of the Providence Community Association Board of Directors was held on the above date at the Providence Clubhouse, located at 9114 Woodleigh Drive, Houston, Texas 77083. Director Davis called the meeting to order at 7:31 p.m., quorum was established.

PRESENT:

- Kelly Davis, President
- Rob Findlay, Vice President
- Laura Dawson, 2nd Vice President
- Karen Blakeman, Secretary
- Saundra Saunders, Treasurer
- Terrie Sullivan, SCS Management Services

GUESTS TO ADDRESS THE BOARD

Several residents were present however were in attendance only with no specific questions to address the board with.

MINUTES

Director Dawson motioned to approve the February 16, 2016 General Session minutes with correction. Director Saunders seconded the motion. All were in favor.

Written:

ADJOURNMENT:

There being no further business to come before the Board, Director *Blakeman* motioned to adjourn the meeting. Director Davis seconded the motion. All were in favor, meeting adjourned at 9:30 PM.

Correction:

ADJOURNMENT:

There being no further business to come before the Board, Director *Dawson* motioned to adjourn the meeting. Director Davis seconded the motion. All were in favor, meeting adjourned at 9:30 PM.

COMMITTEE REPORTS

Landscape/Irrigation

Director Davis distributed three (3) different proposals for review. Director Dawson motioned to approve an estimate from Pedro for fertilization at a cost of approximately \$950.00. Director Blakeman seconded the motion. All were in favor.

Director Davis motioned to approve an estimate for mulch at a cost of approximately \$1,000.00, Director Saunders seconded the motion. All were in favor.

Director Dawson motioned to approve a 2nd estimate for mulch, Director Findlay seconded the motion. All were in favor.

Director Dawson stated that the irrigation company would be coming out soon to remove the green insulation and to reset the irrigation timers in preparation of the spring weather.

Parks/Playgrounds

It was noted that with the new lighting the parks were looking great.

Director Dawson stated that Tyler Park needed their irrigation to be completed as promised by the contractors during the renovation of the sewer system. Director Dawson will get an estimate from Hector with Advanced Water Works so a cost will be available to give to the contractors or MUD.

Crime Watch

Director Davis spoke briefly in reference to incidences that have taken place within the community. Also suggested was that residents call in any suspicious activity to the police first and then contact the Seals, community patrol provided by the MUD.

PCA Phone Lines

Director Blakeman stated that she was behind on the phones and had nothing to report at this time.

Volunteers

Director Saunders announced to the members present that volunteers were needed to help with the upcoming Splash day, scheduled for May 31st.

Pest Control

No report given.

Pool Report

Dates and times for registration were set, at the April meeting Directors and volunteers will be appointed for the time slots. There was also discussion in reference to supplies needed for the registration.

TREASURER REPORT

Ms. Sullivan of SCS Management Services reviewed the February 29, 2016 financial report going over the Balance Sheet and Actual vs. Budget report in detail. A brief discussion followed.

MANAGEMENT REPORT

Ms. Sullivan reviewed the March Management Report going over the percentages collected and expended as well as contracts coming up for renewal.

Action Item List

The current action item list was provided and reviewed in detail.

Director Saunders motioned to set up a meeting with Ms. Morant of Aquatic Advisors prior to the next board meeting in April to discuss the board's expectations as well as to meet the new guards. Director Dawson seconded the motion. All were in favor.

DEED RESTRICTIONS/ENFORCEMENT ACTIONS/ACC REPORT

The March 2, 2016 Board Referral list was presented and reviewed; action was taken on several properties. Director Blakeman motioned to approve all action taken. Director Dawson seconded the motion. All were in favor.

ATTORNEY STATUS

Ms. Sullivan gave a brief overview of the current status report stating that several properties had paid off their delinquent accounts.

OLD BUSINESS

Bulletin Board Bids

Discussion was tabled until the April meeting.

Lighting Receipt

Ms. Sullivan stated that the receipt was in the packet for the boards review. No action was taken.

NEW BUSINESS

Cabanc Signature Card

It was noted that although the correct account number was listed, the card had the wrong association name on it. Ms. Sullivan will correct the error and email to the board.

2016 Pool Management Contract

The 2016 pool management contract was presented for review. There was discussion in reference to pool hours of operation and if they should cut back on them. Director Dawson motioned to close the pool early on Sundays with hours of 12:00 pm till 8:00 pm. Director Blakeman seconded the motion. All were in favor.

There was continued discussion in reference to pool hours in general; Ms. Sullivan was asked to get a general consensus of pool hours for other communities.

Pool Registration

Discussed under Committee Reports.

ADJOURNMENT:

There being no further business to come before the Board, Director Blakeman motioned to adjourn the meeting. Director Davis seconded the motion. All were in favor, meeting adjourned at 9:15 PM.

Kelly Davis
Attest

4/19/16
Date

[Signature]
Attest

4/19/16
Date

Executive Summary

A delinquent account at the attorney's office was put on hold. Checks from clubhouse rentals in 2015 were given to Ms. Sullivan for deposit.

Meeting ended at 9:30 pm