

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, December 4, 2012

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. The meeting was called to order at 7:31 p.m. with quorum established.

PRESENT: Kelly Davis, President
Sandra Weider, Treasurer
Matthew Kearns, Secretary (Arrived approx 8:15)
Terrie Brown, SCS Management Services

ABSENT: Kip Martin, 1st Vice President
Myra Alderete, 2nd Vice President

GUESTS TO ADDRESS THE BOARD:

John Buhner with the Kingsbridge MUD attended the meeting providing an update on the storm water/sewer improvement. Mr. Buhner stated that work was scheduled to begin in February 2013 and that the Fort Bend ISD, Metro and Post Office had all been notified of the construction. Director Weider questioned whether the Keagans Bayou board had been contacted; Mr. Buhner confirmed that they had been. Discussion followed with Mr. Buhner stating that there would be street disruption however residents would be notified by door hangers prior to work commencing in their area. Director Davis suggested that the Fort Bend Transit also be contacted as they are in the community on a daily basis.

MINUTES:

The minutes of the monthly Board meeting held on October 16, 2012 were approved without correction after a motion from Director Weider and second from Director Kearns. All were in favor.

TREASURER REPORT:

Director Weider presented the financial report stating that with \$173,734.85 the association was 97% collected for 2012 assessments as of October 31, 2012. Expenses incurred as of the same date were 67% of that budgeted for the year.

MANAGEMENT REPORT:

Action Item List

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

CAMI

The November report was presented and reviewed. Several items were discussed in detail.

DEED RESTRICTIONS / ENFORCEMENT ACTIONS

Request for Waiver of NNC Charge

After a brief discussion Director Davis motioned to waive the Notice of Non-Compliance charge. The account will be placed on hold while the board works with the resident to clear the violation. Director Weider seconded the motion. All were in favor.

Director Kearns questioned whether the email stating a neighbor complaint about two sheds in a resident's back yard had been received and cited. Information was given to Ms. Brown of SCS Management in reference to the address and actual violations.

Board Referral List

The Board Referral List dated November 8, 2012 was provided and reviewed. One property was approved for legal action. Director Davis motioned to approve all action taken. Director Kearns seconded the motion. All were in favor.

Open Architectural Reviews

Two architectural applications were turned in approved.

ATTORNEY STATUS / LEGAL PROCEEDINGS:

The current Attorney Status Report was reviewed in detail, no action was taken. Several properties will be reviewed in detail during Executive Session.

OLD BUSINESS

Gazebo

Discussion tabled.

Lockbox

Discussion tabled.

Pool Pass Alteration

Discussion tabled.

New Signs for Pool and Parks

Discussion Tabled until February.

NEW BUSINESS:

Lighting Repair Proposal

Mr. Paul Weider submitted a proposal for lighting repair stating he had met with an engineer from Sterris who conducted an inspection of the community's lighting in several areas. Mr. Weider stated that the proposal was for material only; labor cost could be as much as three to four times the cost of the material. Discussion followed. Director Davis will solicit additional bids for the service as well as get a cost from Inland Electric to repair the two tennis court lights currently not working.

Mr. Wayne Chandler addressed the board requesting he receive a copy of the draft minutes to publish in the "Plum". After a brief discussion the board approved his request.

Director Davis reported that Christmas decorations had been purchased; the cost of the decorations exceeded the approved cost by \$79.00. Director Weider motioned to approve the over expenditure. Director Kearns seconded the motion. All were in favor. Director Davis also stated that Ms. Walters, a Providence resident had made some wooden decorations to be used by the association.

Annual Meeting

Forms for the annual meeting were presented and reviewed, several changes were made.

CPA Engagement Letter

Director Weider motioned to approve Kevin McKenna, CPA's proposal for a review of the association's 2012 financial records. Director Kearns seconded the motion. All were in favor.

ADJOURNMENT:

There being no further business to come before the Board, Director Davis motioned to adjourn the meeting. Director Kearns seconded the motion. All were in favor, meeting adjourned at 8:55 PM.

**Executive Session of the Meeting of the Board of Directors
Tuesday, December 4, 2012**

Four (4) properties were reviewed for possible Expedited Foreclosure proceedings. Of the four one (1) property was authorized for further legal action. Director Kearns motioned to approve the action. Director Weider seconded the motion. All were in favor.

Meeting adjourned at 9:06 pm.

Kelly Davis
Attest

2/19/13
Date

Sandra Weider
Attest

2/19/13
Date