

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, February 19, 2013

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 7:28 p.m. with quorum established.

PRESENT:

- Kelly Davis, President
- Paul Weider, 1st Vice President
- Pat Walters, 2nd Vice President
- Sandra Weider, Treasurer
- Laverne Younger Secretary
- Terrie Brown, SCS Management Services

GUESTS TO ADDRESS THE BOARD:

Mr. Robert Kizer of RLK Roof Designs, Inc was in attendance and presented a proposal for clubhouse roof repair. Mr. Kizer explained the process and materials that would be used. Mr. Kizer also stated that if the association would be filing with their insurance he would work with them for the best possible claim. Director Younger agreed to work with Mr. Kizer on the repairs and possible claim with the insurance company.

Mr. John Buhner with the Kingsbridge MUD stated that they had accepted a proposal in the approximate amount of 1.8 million dollars to begin the storm water/sewer improvements. They are currently waiting on easement rights from McDonald's however construction should begin within the next two (2) to three (3) weeks. Mr. Buhner stated that flyers would be mailed out notifying residents of the pending construction as well as door hangers on homes of those immediately affected by the construction.

MINUTES:

The minutes of the monthly Board meeting held on December 4, 2012 were approved without correction after a motion from Director Davis and second from Director Weider. All were in favor.

COMMITTEE REPORTS

Landscape

Director Davis reported that there had been a bad water leak at the clubhouse and the water was turned off for some time. Repair was made by Sunshine Landscape & Irrigation. Director Davis will continue to be chairman of the landscape committee.

Clubhouse

Director Younger was appointed as chairman of the clubhouse committee. A brief explanation of duties was given.

There was discussion in reference to the recent fire and damage the pool house sustained. Director Davis stated that she had received an "unofficial" proposal from Ms. Morant of Aquatic Advisors in the amount of \$3200 to repair the damaged areas and to paint the bathroom. Discussion followed.

Director Davis stated that the Fire Marshall would be getting in contact with all who hold keys to the facility including the three (3) previous directors. Director Davis motioned to file an insurance claim for the fire

damage and roof repair from a previous hail storm. Director Weider seconded the motion. All were in favor.

Pool

Director Davis and Director Walter will head up the pool committee. There was discussion in reference to the following items:

- Solicitation of bids to repair the expansion joints on the pool deck
- Solicitation of a bid to repair the trellis in the pool area, and
- Pool registration

Director Davis signed the pool management contract provided by Aquatic Advisors for the 2013 swim season.

Parks/Playgrounds

Director Younger was appointed as chairman for this committee.

Tennis Court

Director Younger was appointed as chairman for this committee.

Director Davis reported that she had tried to get a second bid to replace the area lighting however was unable to provide the actual bid due to timing conflicts with the vendor.

Director Davis reported that the lighting at the Stanbridge entrance was working at 100%. The lighting at the Charlmont entrance was working but continued to come on and go off. She also reported that Inland Electric had provided a verbal cost of \$2500 to replace the burned bulbs and \$250 x8 to replace the ballast if needed. There was a lengthy discussion on whether to move forward with replacing the lights while soliciting and deciding on a company to replace the lighting in all areas.

Crime Watch

Director Paul Weider volunteered to head up the Crime Watch committee.

PCA Phone Lines

Director Davis gave a brief explanation of responsibilities for monitoring the lines and upon finishing Director Walter's agreed to monitor the line.

Volunteers

Director Walters was appointed to head up the community volunteers.

Deed Restrictions

Director Paul Weider will head up the deed restriction committee.

TREASURER REPORT:

Director Weider presented the financial report stating that the association was 97% collected for 2013 assessments as of January 31, 2013. Expenses incurred as of the same date were 3% of that budgeted for the year.

Ms. Brown reported that FDIC insurance had went back to the previous amount of \$250,000.00 coverage

per bank and that the association currently had approximately \$291,000 in Mutual of Omaha in their checking, CD and petty cash. Ms. Brown made the suggestion of putting approximately \$70,000.00 in CDARS that would mature at different rates providing cash flow as needed. Director Weider motioned to have the CDARS sent up. Director Davis seconded the motion. All were in favor.

MANAGEMENT REPORT:

Action Item List

The current action item list was provided and reviewed in detail. Several items were cleared and removed from the list.

An email sent to Director Davis referencing wifi at the clubhouse was presented and reviewed. Discussion followed in reference to whether or not to keep wifi at the clubhouse. Director Davis motioned to keep the service. Director Weider seconded the motion. All were in favor. Mr. Jim White volunteered to research to locate the best cost for the service. Director Younger will work with him.

The recorded pool rules were discussed and it was determined that the recorded rules may not be in sync with the posted rules. The board will review the recorded rules and make any needed changes prior to pool opening.

Director Davis motioned to continue the membership with Greater Houston Neighborhood Association. Director Weider seconded the motion. All were in favor.

CAMI

The February report was presented and reviewed. Several items were discussed in detail and several items were removed.

DEED RESTRICTIONS / ENFORCEMENT ACTIONS

Board Referral List

The Board Referral List dated February 6, 2013 was presented and reviewed. Several properties were recycled at NNC and several violations were cleared. Director Davis motioned to approve all action taken. Director Weider seconded the motion. All were in favor.

Request for Waiver – Lawn Fee Charge

Director Paul Weider motioned deny the request for waiver for the lawn fee. Director Davis seconded the motion. All were in favor.

ATTORNEY STATUS / LEGAL PROCEEDINGS:

Ms. Brown gave a brief overview of the current Attorney Status Report. Three (3) properties were discussed in detail. Director Davis motioned to proceed with a Judicial Foreclosure Suit on a property located on the 14,800 block of Knightsway Drive. Director Paul Weider seconded the motion. All were in favor.

OLD BUSINESS

All "Old Business" was discussed earlier in the meeting.

NEW BUSINESS:

All "New Business" was discussed earlier in the meeting.

ADJOURNMENT:

There being no further business to come before the Board, Director Davis motioned to adjourn the meeting. Director Weider seconded the motion. All were in favor, meeting adjourned at 9:43 PM.

Kelly Davis

Attest

3/19/13

Date

Jaylene Younger

Attest

3/19/13

Date