

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, February 18, 2014

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 7:28 p.m. with quorum established.

PRESENT: Kelly Davis
Rob Findlay
Laura Dawson
Sandra Weider
Terrie Sullivan, SCS Management Services

ABSENT: LaVerne Younger

APPOINTMENT OF OFFICERS

Tabled until the end of the meeting.

GUESTS TO ADDRESS THE BOARD

Ms. Rachel Morant from Aquatic Advisors was present to discuss the 2014 pool contract as well as several repairs necessary to keep the pool working properly.

Director Davis motioned to approve Option 1, Estimate #208 to replace the sand in the filter. Director Weider seconded the motion. All were in favor.

Director Davis motioned to approve Estimate 209 for rebuild of the chlorinator. Director Weider seconded the motion. All were in favor.

Director Weider motioned to approve the 2014 pool management contract in the amount of \$36,194.00. Director Davis seconded the motion. All were in favor.

Ms. Debbie Hooper was present and reviewed the community's website and email program.

Mr. Rick Day was present and questioned who he should contact in reference to damaged sidewalks. Mr. John Buhner with the Kingsbridge MUD stated that if it was at a manhole the MUD district should be notified. He also stated that they were currently checking all manholes and repairing them.

Mr. Buhner with the Kingsbridge MUD reported that although the work in the community wasn't completely finished they were winding down and should be completed soon.

MINUTES

The minutes of the monthly board meeting held on November 19, 2013 were approved without correction after a motion from Director Weider and a second from Director Davis. All were in favor.

COMMITTEE REPORTS

Landscape/Irrigation

Director Davis stated that Director Dawson would be the landscape chairman. Suggestion was made that all dead bushes at the monument be replaced. Director Davis motioned that Director Dawson solicit bids to redo the monument landscaping and that the bid be approved outside of the meeting. Director Dawson seconded the motion. All were in agreement.

Parks and Playgrounds

Mr. Paul Weider stated that he was able to speak with Randy from Inland Electric and forwarded him some information but had not heard back from him. Director Davis will try to set up a meeting.

Tennis Court

The surface of the court was discussed. Director Dawson will contact several companies to get a cost to make surface repairs.

PCA Lines

Director Davis stated that currently no one was monitoring the PCA phone line and questioned if Director Findlay would volunteer. Ms. Sullivan stated that currently the line was unable to accept calls as it had not yet been set up. Paper work along with the original email sent to the board with instructions to set up the phone was given to each board member for their reference.

Clubhouse

Director Davis stated that they were in need of a clubhouse manager. Director Weider responded that she had someone that was interested in running the clubhouse house. Discussion followed. Director Weider will work with the new person and the current manager to handle the turnover.

Pool

Pool status was discussed earlier with Ms. Morant however there was further discussion in reference to equipment needed for registration and processing of the pool passes. Director Weider will look into new software.

TREASURER REPORT

Director Weider presented the January 31, 2014 financial report.

MANAGEMENT REPORT

Ms. Sullivan gave a summarized review of the February 2014 Management Report.

Action Item List

The current action item list was presented and reviewed.

CAMI

The February 5th CAMI Report was presented and reviewed.

DEED RESTRICTIONS / ENFORCEMENT ACTIONS

Board Referral List

The referral list dated February 6, 2014 was presented and reviewed. Director Davis motioned to approve all action taken. Director Findlay seconded the motion. All were in favor.

ATTORNEY STATUS / LEGAL PROCEEDINGS

The January status report was presented and reviewed no action was taken.

NEW BUSINESS

Northwest Pest

The 2014 contract for Northwest Pest Patrol was reviewed and signed by Director Davis.

Pool Registration

Forms for pool registration were presented and reviewed. Director Davis requested the topic be placed back

on the agenda for the March meeting where days for registration will be assigned to the board members.

Collection Schedule

Ms. Sullivan presented an updated collection schedule where the board would have more control on the cost of letters and legal activity. After reviewing the schedule Director Weider motioned to approve the amended collection schedule, Director Davis seconded the motion. All were in favor.

Director Davis motioned that the cost for tennis court keys be changed from \$8.00 to \$10.00. Director Findlay seconded the motion. All were in favor.

Officers

Director Davis called all offices vacant and called for motion to appoint. Suggestion was made that Director Davis remain as president, Director Findlay be Vice President, Director Dawson be 2nd Vice President, Director Younger be Secretary and Director Weider remain Treasurer. Director Dawson motion to approve as stated, Director Davis seconded the motion. All were in favor.

ADJOURNMENT

There being no further business to come before the Board meeting adjourned at 9:25 PM.

Kelly Davis
Attest

3/18/14
Date

Sandra Weider
Attest

3/18/14
Date