

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, June 21, 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
- Sandra Saunders, Treasurer
- Terrie Sullivan and Nancy Callaway, SCS Management Services

GUESTS TO ADDRESS THE BOARD:

Mr. Michael Ciavarella with H-Town Towing was scheduled to attend but did not show.

Mr. Dalgamouni from the 15000 block of Delbarton addressed the board in reference to a continuing deed restriction violation on his property concerning a commercial vehicle. It was explained that commercial vehicles are not permitted within the community and will be cited when seen. Discussion followed in reference to a possible resolution to the situation.

MINUTES

Director Findlay motioned to approve the May 17, 2016 General Session minutes as presented. Director Saunders seconded the motion. All were in favor.

COMMITTEE REPORTS

Landscape/Irrigation

Director Dawson stated that Pedro had completed a large project he had been working on and requested the balance of his invoice be paid. She also stated that she had walked the irrigation system with Hector from Advanced Water Works and located several areas in need of repair; an estimate was submitted for approval, decision was tabled until it can be confirmed that there were no double repairs.

Director Davis reported that a clubhouse rental for Saturday had left items in the clubhouse after their rental and had to come remove the items before the Sunday rental could have use of the clubhouse. Director Blakeman motioned to hold \$100.00 from the deposit and give back \$50.00 to the Sunday renter for their inconvenience. Director Dawson seconded the motion, all were in favor.

Director Davis also reported that clubhouse rentals seemed to be going a little better however the board still needed to set a date to get together and finalize what it is they are looking for in a clubhouse manager as well as update their contract.

Discussion was raised in reference to holding one final facility pass day. After discussion Director Blakeman motioned to hold a final day for registration. Director Saunders seconded the motion. All were in favor.

Director Dawson motioned to charge a \$5.00 late charge for pool passes and a \$10.00 late charge for tennis keys. Director Saunders seconded the motion, all were in favor. Notice of the final pass day and the late charges will be put out to the residents on the yahoo group, SCS Go and the PCA Website as well as by sign in front of the clubhouse.

Parks/Playgrounds

Director Davis reported that Mr. Zeno was getting close to finishing the fence painting job and questioned if the board would like him to go ahead and install the gate on the pump room. Discussion followed with

the decision to place the gate work on hold until the board had a chance to view the area in question. Mr. Zeno will be instructed to go to Tyler Park and finish the work there in the mean time.

Pool

Director Davis addressed an incident that had recently taken place at the pool, discussion followed.

Tennis Courts

Discussion on windscreens was tabled until the July meeting.

Crime Watch

There was a brief discussion on crime watch.

PCA Phone Lines

Director Blakeman distributed copies of the call log to the Board for review and stated that she had several calls asking about a final facility pass day.

Volunteers

Director Davis reiterated the need for volunteers, currently needed are volunteers to take down bandit signs and bring the trash cans into the pool area after trash day.

Pest Control

Director Davis stated that the community was still being sprayed twice per week.

TREASURER REPORT

Ms. Sullivan reviewed the May 31, 2016 financial report going over the Balance Sheet and Actual vs. Budget report in detail. A brief discussion followed.

MANAGEMENT REPORT

Mrs. Sullivan reviewed the June Management Report going over the percentages collected and expended. She also advised that the next step in the collection process would be to send delinquent accounts to the attorney for further action.

Action Item List

The current action item list was provided and reviewed by the Board. Several items were closed, updates were made on others.

OLD BUSINESS

Action Outside of Meeting

A motion was made by Director Findlay and seconded by Director Dawson to ratify the following:

- Alfred Zeno – removal of picnic table/bench/fountain from the park area at cost of approximately \$450; fence painting at a cost of \$2000 plus up to \$600 in expenses
- Locking Systems – for tennis court keys in the amount of approximately \$357.23;
- Green Thumb – Tree trimming, shrubs, debris removal at a cost of approximately \$2800.

All were in favor.

Bulletin Board Bids

Discussion was tabled.

NEW BUSINESS

Gexa Energy Renewal Options

After carefully reviewing the information presented, Director Dawson motioned to approve/renew a 24 month contract with Gexa. Director Findlay seconded the motion. All were in favor.

Morgan Stanley Resolution

A new Morgan Stanley resolution for Corporations was presented for signature. This will keep the account active and in the association's ownership.

2015 Audit and Income Tax Return – Representation Letter

The 2015 tax return was presented and signed; Ms. Sullivan will mail the return by certified mail. The Representation letter was also provided for review and signature.

DEED RESTRICTIONS/ENFORCEMENT ACTIONS/ACC REPORT

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

ATTORNEY STATUS

The Attorney Status Report from Holt & Young, PC, was presented and reviewed. Ms. Sullivan gave an overview of the report stating that two accounts were paid in full and all other accounts were in various stages of collections and enforcement.

ADJOURNMENT:

There being no further business to come before the Board, Director Blakeman motioned to adjourn the meeting. Director Saunders seconded the motion. All were in favor, meeting adjourned at 10:04 PM.

Kelly Davis
Attest

6/19/16
Date

SA Saunders
Attest

6/19/16
Date