

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, April 17, 2017

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 7:30 p.m., with quorum established.

PRESENT: Kelly Davis, President
Rob Findlay, Vice President
Laura Dawson, 2nd Vice President
Saundra Saunders, Treasurer
Terrie Sullivan, SCS Management Services

ABSENT: Tommy Armour, Secretary

MINUTES

Director Saunders motioned to approve the March 21, 2017 General Session minutes with two (2) corrections. Director Findlay seconded the motion. All were in favor.

Written:

Parks and Playgrounds

Director Dawson stated that she had spoken with Pedro (community landscaper)

Correction:

Parks and Playgrounds

Director Dawson stated that she had spoken with Hector (community landscaper)

And

Written:

Clubhouse

Director Armour motioned to contact Ms. Paige XX and once verified she was still interested have her

Correction

Clubhouse

Director Armour motioned to contact Ms. Paige Toussaint and once verified she was still interested have her

GUESTS TO ADDRESS THE BOARD

Ms. Erin Coleman was in attendance and offered to put signs out for community events. Director Saunders motioned to appoint Ms. Coleman to put out signs, Director Findlay seconded the motion. All were in favor.

Mr. Verma with Keeganswood Bayou Association was in attendance stating he was on the board and wanted to introduce himself and let the Providence Board know he was interested in bettering the community. Information was handed out to the board.

Mr. Chowday was in attendance questioning a violation he was cited for and stating he had contacted SCS Management and had not yet heard back from them. A brief discussion followed. Director Davis stated he would hear back from the board in writing.

Mr. Kevin Preston and Mr. David Butler from Polytex Concrete addressed the board in reference to their company explaining how they could help with leveling sidewalks and driveways.

TREASURER REPORT

Director Saunders reviewed the March 31, 2017 financial report going over the Balance Sheet, Income Statement and Actual vs Budget reports in detail. A brief discussion followed.

COMMITTEE REPORTS

Landscape and Irrigation

Director Dawson stated that she had purchased and installed the roses as discussed at the last meeting and that several irrigation repairs had been made.

PCA Phone Line

Director Saunders reported that there had been several phone calls. Brief discussion followed.

Clubhouse

Director Davis stated a new clubhouse administrator had been selected.

Pool

Director Davis stated that the pool bathrooms had been repaired and looked very nice.

After a discussion Director Davis motioned to hire Mr. Lester Leavy to pressure wash the pool and clubhouse area at a cost not to exceed \$1500.00. Director Dawson seconded the motion. All were in favor.

There was also discussion in reference to the wading pool repair and actual start date of Greater Houston Pool Management.

Director Dawson motioned to start Yard of the Month again starting June 1, 2017. Director Saunders seconded the motion. All were in favor.

MANAGEMENT REPORT

Mrs. Sullivan reviewed the April 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.

CAMI

The quarterly CAMI Report was reviewed. There was one item noted referencing tennis court lights not working. Director Dawson went out to the courts and checked, stating that all lights were currently working.

OLD BUSINESS

Rekey Tennis Court

Director Davis stated that she would be working on this item.

NEW BUSINESS

Clubhouse Admin – Paige Touissant

Ms. Touissant addressed the board and received instruction from Director Davis to change the battery in the door code and to redo all codes with the exception of SCS and the Board.

Delinquency Report for Facility Passes
Report was given to board.

DEED RESTRICTION/ACC REPORT

Director Findlay reviewed the April 2017 Referral List. Director Dawson motioned to approve action taken that included attorney action, recycling and clearing several violations. Director Saunders seconded the motion. All were in favor.

ATTORNEY STATUS REPORT

The April status report was presented and reviewed in detail. Ms. Sullivan noted that there were approximately four (4) accounts on installment plans, three (3) accounts at lawsuit and one requesting a waiver/settlement. After discussion it was agreed that no waiver/settlement would be given. Director Davis motioned to approve action taken. Director Findlay seconded the motion. All were in favor.

ADJOURNMENT:

There being no further business to come before the Board, meeting adjourned at 9:30 pm

Kelly Davis
Attest

5/16/17
Date

S. M. Saunders
Attest

5/16/17
Date