

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, December 18, 2018

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 Findlay called the meeting to order at 7:02 p.m., with quorum established.

PRESENT: Rob Findlay, President
Willie Jones, Vice President
Saundra Saunders, Treasurer
Tammi Norris, SCS Management Services

ABSENT: Sheila McKenzie, Secretary
Laura Dawson, Director

MINUTES

Motion made to approve the October 16, 2018 General Session minutes without correction. Motion was seconded. All were in favor.

GUESTS TO ADDRESS THE BOARD

Ms. Keeling addressed the Board on the violation letter she received to repair her gutter stating it is barely loose and unnoticeable to her. Director Findlay stated its good to catch these repairs early before more damage occurs. She requested more time (30 days) to make the repair. Her request was granted. Discussion on numerous cars perhaps multi-family at two properties on Earlswood. 14831 Earlswood was sent to the attorney and owner evicted tenants. 14826 Earlswood has not been reported and will be verified on next inspection. If cars are not home during the weekday inspector will not be able to cite and owner will need to send in a picture.

COMMITTEE REPORTS

Landscape and Irrigation
Nothing to report.

Park/Playground
Nothing to report.

Tennis Courts
Nothing to report.

PCA Phone Line
Nothing to report.

Pest Control
Nothing to report..

Clubhouse
Front wood door sticks at bottom and hard to close. MSC will bid repair. Door lock keypad battery was changed December 12, 2018.

Pool
Nothing to report.

Crime Watch
Nothing to report.

Volunteers
Nothing to report.

TREASURER REPORT

The November 2018 Financial Reports were reviewed and a brief discussion followed.

MANAGEMENT REPORT

Ms. Norris presented the December Management Report reviewing the Accounting Summary YTD totals and percentages collected and spent as well as the Collection Schedule current activity.

Action Item List

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

OLD BUSINESS

There was no Old Business to discuss.

NEW BUSINESS

The 2019 Annual Meeting Notice was reviewed and approved for mailing. 2019 Landscape Maintenance and 2019 Mosquito Fogging contracts were reviewed. Director Saunders made a motion to approve both contracts. Director Jones seconded the motion and all were in favor. Discussion of bids needed to upgrade men's pool restroom for 2019 Pool Season. MCS will send recommendation and bid. Monument light on Highway 6 North side is out. MCS will bid repair.

ADJOURNMENT:

There being no further business to come before the Board, meeting adjourned at 7:45 pm.

EXECUTIVE SUMMARY

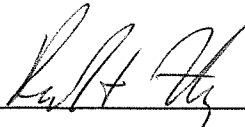
DEED RESTRICTION/ACC REPORT

The December 2018 Board Referral Report was discussed sending two accounts to Attorney Demand and one to be sent an ACC Application. All others properties are at the attorney's office and no action needed.

ATTORNEY STATUS REPORT

The November 2018 Attorney Status Report was discussed with no action needed at this time.


Meeting adjourned at 8:11 pm.



Attest

2/19/19

Date



Attest

2/19/19

Date