

Southwyck Community Association
Minutes, Board of Directors Meeting
May 5, 2016

A regular meeting of the Southwyck Community Association Board of Directors was held on May 5, 2016 at the Calvary Baptist Church, 3302 County Road 89, Pearland, Texas. Board members present: Helen Bilyeu, John Fisher, and Lloyd Powell. Others present: Cathy Tydelski of Southwyck Section 1, and Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6:40 p.m.

Secretary's Report The minutes of the April Board meeting were reviewed. A motion was made to approve the minutes. The motion was seconded and passed.

Treasurer's Report March financial reports were tabled.

Business *Facility Use Request* – A park use request for May 22nd from 3 – 7 pm from Cub Scout Pack 446/Gabriel Lopez was approved. *Newsletter* – Draft articles for the June newsletter were reviewed. Ms. Dooley is to get pricing for newsletter services. The newsletter should be a glossy magazine type publication similar to the current version. *Transition Issues* – Change of management/address notices have been sent to all vendors that appeared on the year to date general ledger. Additional notices will be sent to other vendors on the vendor history list. Board contact info should be included in the monthly meeting packet. The semiannual assessment is due July 1. Board members would like to see a copy of the bill before it goes out. Ms. Dooley will contact each section to verify the assessment rates. Ms. Dooley was directed to also ask each section if there are any changes needed to the values for the property insurance this year.

The Board moved to Executive Session to review collections issues and to meet via teleconference with the Association attorney concerning pending litigation/mediation. Those participating in the mediation from Southwyck Master Association will be Helen Bilyeu, John Fisher, Lloyd Powell and Kathy Dooley. One account was approved for foreclosure action. The Board returned to regular session.

Flags – The Boy Scouts will be installing flags for Memorial Day, July 4, Patriots Day, and Veterans Day. There will be one flag at each entry, 18 flags along Northfork, and 4-5 flags at the pocket park. Ms. Bilyeu shared potential designs for a banner to go at each park recognizing those who have served in the military. Ms. Dooley is to get proposals for an 8 foot long banner with similar design. *HOA Alliance* – Ms. Bilyeu discussed forming an alliance of area Associations to discuss issues of common interest.

Action List – Update park rules sign with CMSI information. Review billing format. Get Southwyck information up on the CMSI web site. Send Ms. Dooley a copy of the park rules. Update newsletter information. Keep 3 month calendar in the Board packet.

Board members discussed creating a magnet with important contact info to be handed out at the annual meeting in January. Discussion followed concerning the procedures to add another Director. Ms. Dooley will check the bylaws and with the attorney.

There being no further business, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary