

## Southwyck Community Association Minutes, Board of Directors Meeting November 2, 2023

A regular meeting of the Southwyck Community Association Board of Directors was held on November 2, 2023, via videoconference. Board members present: Helen Bilyeu, John Fisher, Vanessa Helmer, and Rick Nelson. Residents: Scott Feules, and Raquel Bell-Ware,. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30 pm.

Homeowner input: Ms. Ware reported that the street light at Morgan and Sorenson is blocked by tree limbs and requested that they be trimmed. Board members asked for feedback on improving attendance at the Annual Meeting. Responses included a statement that the date was a problem, but that in person was better than virtual.

Secretary's Report: The August, September, and October Board meeting minutes were approved by motion made, seconded, and passed.

Treasurer's Report: The June and September financial reports were reviewed. A question was asked about checks 1037 and 1038 that appeared to be duplicates. Ms. Dooley will research them, and will also contact vendors with uncleared checks over 2 months old. After discussion, a motion to accept the June and September financials was made, seconded, and passed. The decision was made to move funds from the Frost money market account to a Frost CD, and to move the CD at First Citizens that matures November 30 to a Chase CD.

Ms. Dooley presented a draft budget for 2024. After discussion, a motion was made to leave the 2024 assessment rate the same. Ms. Dooley will send the budget spreadsheet to the Board via email.

Business: *Project/Repair Updates* - Board members reviewed irrigation repair invoices submitted by Big Boy Landscaping totaling \$13,115. After discussion, the invoices were approved via motion made, seconded, and passed. A proposal for dead tree removal in the amount of \$13,379 was approved by motion made, seconded, and passed. Ms. Dooley will ask Big Boy to trim the tree around the light pole at Sorenson at the same time.

A proposal from BRI for repairing the brick perimeter walls for \$8480. After discussion, a motion to approve the proposal with the addition of repairing the brick panel behind the commercial center and the 10' of mortar joint repair at the Emerald Point entry. The motion was seconded and passed.

Ms. Bilyeu reviewed ideas for clubhouse exterior design and asked for feedback. Board members reviewed the inspection report. Ms. Dooley is to ask Big Boy for a proposal to replace the backflow cages. We will continue to ask the MUD for updates on the Morgan Road repairs. Mr. Nelson reported that he had gotten 2 estimates for sidewalk repair along Morgan between Northfork and Lakecrest. Pricing is \$12/sq. ft. Board members discussed eliminating irrigation along Morgan Road. Ms. Dooley reported that the vandalism (spray paint) at the lake park would be cleaned on Monday. Board members discussed the rusty condition of the playground equipment.

*Park Usage Policy* – The policy is being reviewed by the attorney.

*Collection Policy* - The updated collection policy was approved by motion made, seconded, and passed.

*All Board Meeting* -Ms. Bilyeu reviewed a list of topics for the meeting. Ms. Tydelski suggested an update on clubhouse plans as a topic.

*Annual Meeting* – The meeting will be in person. Ms. Dooley is to contact the Pearland Police Department and request a speaker on scams and crime prevention. The decision was made not to hire an off-duty officer this year. Ms. Bilyeu will create a food list for the meeting and will get 2-3 door prizes.

Executive session: Board members reviewed a request for late fee waivers and the attorney status report. No actions were taken.

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

Respectfully submitted,

Kathy Dooley, Recording Secretary