

Southwyck Community Association  
Minutes, Board of Directors Meeting  
October 5, 2017

A regular meeting of the Southwyck Community Association Board of Directors was held on October 5, 2017 at the Calvary Baptist Church, 3302 County Road 89, Pearland, Texas. Board members present: Helen Bilyeu, John Fisher, Bunny Helmer, and Tony Bowlin. Others present: residents Cathy Tydelski, Sangeeta Bakshi, and Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6:30 p.m.

Homeowner Input Ms. Tydelski asked about the status of entry light repairs. Southglen will be redone. Emerald Pointe meter is still non-existent according to Centerpointe. Christmas lights are scheduled for installation November 15.

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

Treasurer's Report August financial reports were presented. A motion to accept the financials was made, seconded, and passed.

Business – *Collection Policy* – A motion to approved the revised collection policy was made, seconded, and passed. The policy will be forwarded to the Association's attorney for filing in the county land records. *Budget* – A draft budget for 2018 was reviewed. The decision was made to keep the assessment rate the same for 2018. Ms. Dooley is to email the proposed budget to all Board members. *Christmas Decorations* – The contract for decorations renews this year. A proposal for new options was presented and reviewed. Ms. Dooley is to ask the vendor for pricing for additional trees or adding reindeer. No action was taken. *Fence Repair 4211 N Webber* – Ms. Dooley is to contact Trisha Farine to find out if the letter of agreement concerning repairs was mailed.

*Trees* – Pricing for installation of Chinese Flame or Pistache trees was reviewed. A 24" container grown tree (30-gallon equivalent) would be \$499 installed. Ms. Dooley is to get warranty information. The trees in the parks need to have a major trim. Ms. Dooley will solicit bids for that project. *Southglen Monument* – Bids for removal of the crepe myrtles in the planter box and demolition of the planter box were reviewed. A motion was made to approve the bid from Justin's Tree Service at \$975, and from BRI for demolition of the planter boxes at \$8540. The motion was seconded and passed. Work will be scheduled for January. Ms. Dooley will ask the electrician if the Southglen entry really needs 9 lights, or if the new fixtures are bright enough that it can be reduced to 7. Proposal 1453 from Ellis Electric at \$5040 for repair of lighting at multiple entrances was approved by motion made, seconded, and passed. *Interest Collections* – Board members discussed collection of interest on delinquent assessment payments and the possibility of forwarding part of the interest payments to the Sections. *Landscape Contract* – Ms. Dooley is to notify Certified Landscape that the master Association will be resuming the Section 1 entry maintenance under their contract effective January 1. A revised service contract is needed. *Special Events* – Mr. Bowlin reviewed plans for the movie night in the park. The movie license is \$465, the cost for the screen, speaker, projectors etc. is \$400 and includes 2 people to run it. Portapotties will be dropped on Friday and picked up Monday. Standards is \$100 each, luxuries \$250 each, handicap access portapotties are \$165 each. A hand wash station is \$140, and deliver is \$100. The decision was made to get 2 luxury, 1 handicap, 2 hand wash stations, and 6 trash cans. Food Truck options were discussed. The parking lot will need to be roped off before the event. Date is Saturday, December 2.

The action item list was reviewed. *Annual Meeting* – Ms. Bilyeu and Mr. Bowlin are running for re-election. Ms. Bilyeu combined the wiliness to serve and candidate information forms. *2018-* Potential projects for next year include repair/rebuild of the Southglen monuments, monument lighting and lettering, rehab of the small pavilion at the lake park similar to the one at the Sunset Park, putting a building where the covered pavilion is at the lake park, repair of sidewalks in the lake park, and additional fountains in the lake near the Sunset Park. The volleyball net will need to be replaced in the spring, and the park could use additional picnic tables

The Board moved to Executive Session to discuss collections and pending legal actions. All attorney recommendations were approved.

There being no further business, the meeting adjourned at 8:00pm.

Respectfully submitted,  
Kathy Dooley, Recording Secretary

amended

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Executive Session

The Board reviewed delinquency reports and attorney status reports. After discussion, a motion was made to file suit for collections on the following accounts:

The Board returned to regular session.

Respectfully submitted,

Kathy Dooley, Recording Secretary