

Southwyck Community Association  
Minutes, Board of Directors Meeting  
December 1, 2016

A regular meeting of the Southwyck Community Association Board of Directors was held on December 1, 2016 at the Calvary Baptist Church, 3302 County Road 89, Pearland, Texas. Board members present: Helen Bilyeu, John Fisher, and Steve Bounds. Others present: Rafael Tovar of 4D Signworx, Tony Bowlin, Gary Martin of Southwyck Section I HOA, Scott Moffatt of Section IV HOA, Alexa St. Julian of Section V HOA, and Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6:30 p.m.

Entry Monuments Mr. Tovar presented a revised proposal with additional stone at the planter base for the Lakecrest Monuments. Ms. St. Julian liked the revised design and confirmed agreement with the stone selection (Chardonnay), then left the meeting. Materials will be ordered tomorrow.

Homeowner Input None

Treasurer's Report October financial reports were reviewed and approved by motion made, seconded, and passed.

Business Annual Meeting – Plans for the January Annual Meeting were reviewed. Ms. Dooley will get a fruit and cheese tray, small bottles of water, napkins and plates. The meeting starts at 7 pm. Tent type table name tags will be provided. Mr. Fisher will bring a laptop and projector. Ms. Dooley will order double sided signs to be put out at the entrances. Handouts will include magnets and a copy of the power point presentation, which was reviewed and updated. Raffle tickets will be needed for door prizes. The Association's attorneys will attend. A proposal to make 1000 magnets at a cost of \$2821 was approved by motion made, seconded, and passed. Board members reviewed a draft notice and made several changes.

2017 Projects – Potential projects for next year include a round table with other HOAs, continue brick wall repair and entry repair, additional park equipment, additional trees, signage for the Sunset Park, updating the patio at Northfork and Lakecrest, and a butterfly garden. Board members discussed distribution of a survey to residents. Additional possible projects were identified as concrete repair at the park, and painting the Lake Park bench swings.

Ms. Dooley was directed to hire an off duty officer for New Years Eve at the park, and to notify the landscaper to remove the roses in front of the monuments to be replaced. A motion was made to keep the assessment rate the same for 2017. Section IV and Section 1 both verified that their rates are staying the same. Board members discussed obtaining a new reserve study, possibly in the spring. Mr. Moffatt informed Board members of his interest in filling a position on the Master Association Board and indicated that if that occurred he would resign his position on the Section Board. Tony Bowlin is also present with an interest in serving on the Board.

The Board moved to Executive Session to discuss collections and pending legal actions. Action taken included approving write off of \$29,571 in bad debt. The remaining balance is pending an additional foreclosure.

A motion was made to appoint Mr. Bowlin to the vacant Board position, was seconded and passed.

There being no further business, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary