

Southwyck Community Association  
Minutes, Board of Directors Meeting  
February 2, 2023

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

Homeowner input: Mr. Feules asked about section delinquency rates.

Election of officers: The board agreed on the following appointments for 2023 -

John Fisher - President  
Rick Nelson - Vice-President  
Vanessa Helmer - Secretary  
Helen Bilyeu – Treasurer

Secretary's Report: The December Board meeting minutes were reviewed and approved by motion made, seconded, and passed.

Treasurer's Report: The December financial reports were reviewed. A motion was made to book an additional \$100,000 into December reserves for capital improvements, and \$150,000 in December to Reserves for Repairs. The motion was seconded and passed. Revised December reports will be emailed for final approval.

Business: *Annual Meeting Recap*-Board members discussed the lack of community participation in this year's meeting. *Reserve Components* -Ms. Dooley presented an updated list of reserve study components for approval. The list was approved and will be included in the request for reserve study bids.

*Project/Repair Updates* – Board members discussed concerns about electrical outlets at various locations. A proposal from Ellis Electric for repair of 3 park lights, replacement of underground electrical at Northfork/Shelby and at Northfork/Covington Way was reviewed. A motion to approve the proposal at a cost of \$9610 was made, seconded, and passed. A proposal from Anova for purchase of 3 trash receptacles for the park in the amount of \$2418.36 was approved by motion made, seconded, and passed. An invoice for reimbursement of shared lake expenses in the amount of \$17,000 has been sent to Silverlake. Ms. Dooley was instructed to accrue the reimbursement income to the 2022 financials. A request for sidewalk repairs along Morgan has been submitted to Brazoria County. Repairs are needed to the brick wall across from the Sunset Park and to the wooden fence at Cullen/Fite. No response has been received from MUD 2 regarding requirements for construction of a clubhouse adjacent to the lake.

Executive session: The Board discussed collections and pending legal actions. The board approved filing suit on 3 accounts if there is no response to the attorney's reminder letters. A request for waiver of late fees/attorney fees was denied.

There being no further business, the meeting was adjourned at 7:32 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary