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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTHWYCK COMMUNITY ASSOCIATION, INC. HELD ON OCTOBER 2, 2014 AT 3302 COUNTY ROAD 89 PEARLAND, TEXAS 77584 AT 6:30 PM.**

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**DIRECTORS PRESENT**

John Fisher, President  
Larry Smith, Secretary

Helen Bilyeu, Vice President  
Kurt Evenson, Treasurer

**IN ATTENDANCE**

FirstService Residential representative Tami Smith, community manager.

**QUESTION AND ANSWER WITH BOARD CANDIDATES**

Donna Crawford and Steve Bounds submitted their candidacy for the vacant Board position. HOA practices, Southwyck Master financial responsibility and time involved as a Board member were discussed with the candidates.

**CALL TO ORDER**

Due notice of the meeting was given and a quorum being present, the meeting was called to order. The president, John Fisher, presided and Tami Smith, managing agent assisted in recording the minutes.

**ADOPTION OF AGENDA**

On a motion duly made and seconded, the agenda was adopted.

**CONSIDERATION OF MINUTES**

On a motion duly made and seconded, the minutes of the meeting of the Board of Directors held September 4, 2014 were approved.

**TREASURER'S REPORT**

Upon a motion duly made and seconded, financials for August 2014 were approved.

The Board reviewed the Section Funds Transfers from September and noted they were made in accordance to the policy. In accordance with the rescinding of the policy, discussion of the amount of assessments collected for each of the sections as it compares to the amount transferred revealed the amount to be transferred to the sections. Transfers and letter of explanation will take place on Monday, October 6, 2014.

**PRESIDENTS REPORT**

Silverlake has agreed to share the cost of the management of the Lake equally. Payment for expenses incurred for 2014 should be reflected in September business.

**MANAGEMENT REPORT**

Tami Smith reported on the inspection report and monthly projects.

Upon a motion duly made and seconded, the Brick Restoration proposal for repairs to the two sections of brick wall on Northfork in the amount of \$3,300.00, was approved.

Upon a motion duly made and seconded, the Brick Restoration proposal for repairs to decorative wall, Gazebo and floor in the amount of \$6,240.00 was approved.

The Willingness to Serve Form was reviewed and approved to mail out to all homeowners on October 20, 2014.

The letters for assessment coupons for January 1, 2015 payments were reviewed. A phone number needs to be added to the letter.

#### **EXECUTIVE SESSION**

Executive session was called to consider actions involving personnel, pending litigation, contract negotiations, enforcement actions, matters involving invasion of privacy of individual Owners, or matters that are to remain confidential by request of the affected parties and agreement of the Board.

#### **RECONVENE OPEN SESSION**

Upon a motion duly made and seconded, the request from a homeowner to extend payment plan was granted.

Upon a motion duly made and seconded, the board appointed Donna Crawford to fill the vacant board position.

Upon a motion duly made and seconded, an At-Large position was created for the Board of Directors and Steve Bounds was appointed to the position.

#### **ADDITIONAL BUSINESS**

None at this time.


#### **SCHEDULE NEXT MEETING**


The next meeting of the Board of Directors will be held on November 6, 2014 at 6:30 P.M. The meeting will be held at the Calvary Baptist Church, located at 3302 County Road 89, Pearland, Texas 77584.

#### **ADJOURNMENT**

There being no further business the board adjourned at 8:55 pm

Respectfully Submitted by Tami Smith

  
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Approved by Chairman

  
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Recording Secretary  
November 6, 2014  
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Date