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

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**ELECTION OF OFFICERS**

John Fisher and Dustin Corkren were re-elected to the Board of Directors on January 9, 2014.

Nominations of the Election of Officers to the Board of Directors for 2014 results are as follows:

John Fisher, President	Helen Bilyeu, Vice President
Larry Smith, Secretary	Kurt Evenson, Treasurer
Dustin Corkren was not present	

**IN ATTENDANCE**

Tami Snell, First Service Residential, Inc., community manager

**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 Snell, managing agent assisted in recording the minutes.

**ADOPTION OF AGENDA**

On a motion duly made and seconded, the agenda for the meeting was adopted as presented.

**CONSIDERATION OF MINUTES**

The minutes from the Annual meeting were discussed.

**TREASURER'S REPORT**

Upon a motion duly made and seconded, discussion of the December 2013 financials showed that an accrual needed to be recorded for \$6,000 for Section One landscape payment not made in December 2013. The Financials were approved.

Upon a motion duly made and seconded, the FirstService Residential Management Fees schedule was approved.

Upon a motion duly made and seconded, the Section Funds Transfers were approved.

Upon a motion duly made and seconded, the Audit Report from Canady and Canady was approved as given. Board members requested a PDF file of audit to be sent electronically.

Upon a motion duly made and seconded, Canady and Canady can begin the audit for 2013.

## **MANAGEMENT REPORT**

Tami Snell reported on the inspection report, lighting inspection, homes for sale or lease and Strongroom progress.

The Association Questionnaire Results were discussed.

Upon a motion duly made and seconded, the Board agreed to pay no more than \$17,000 to repair the wall. Travelers' insurance specs will be followed by Brick Restoration for the repair of the wall. The landscape, electrical and lettering contractors will be retained at the discretion of the community manager. The repairs are to take place as soon as possible.

Upon a motion duly made and seconded, the Board agreed to pay Certified Landscape the hourly rate to remove limbs and branches from the common area fence.

The Board instructed that the bids for the monument be resubmitted with common specs.

The Brick wall maintenance program was tabled until the tax exempt status has been approved.

The Annual Calendar, association check-list and time line were discussed.

## **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 Board agreed that all homeowners who owed moneys, more than one year old as of February 10, 2014, would be sent to the Daughtrey and Jordon for collection purposes.

Tami Snell was instructed to maintain an Excel spreadsheet of these homeowners and their status.

## **ADDITIONAL BUSINESS**

None at this time

## **SCHEDULE NEXT MEETING**

The next meeting of the Board of Directors is scheduled to be held on March 6, 2014 at 6:30 P.M. and 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 9:10 pm.

Respectfully Submitted,



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Recording Secretary



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Approved by Chairman

mmutt 6, 2014

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Date