

**Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
April 8, 2019**

In attendance:

X	Kelly Knake	X	Leticia Gomez	X	Officer Gary Reid
X	Joanne Williams			X	Steve Porter
X	Sherry Ziegner				
	Courtney Smith				
X	Jameson Frey				
Board Members		Management		Guests	

(Please mark to the left of individuals who are present)

Call Meeting to Order:

Due notice of meeting, a quorum was established, Kelly Knake, the Board President, called the meeting to order at 7:01 P.M. The meeting was conducted at 13739 Woodchester, Sugar Land, TX 77498.

Call Open Forum to Order:

- a. Patrol Activity Report – Officer Gary Reid introduced himself and gave a brief background of himself. He also gave the homeowners the emergency and non-emergency numbers to call. Officer Reid reported that there were no serious crimes going on at this time.
- b. Resident Input- Several homeowners attended the meeting and expressed how important it is to go out and vote. Early voting starts April 22, 2019. Another homeowner wanted an update on the Jess Pirtle perimeter fencing. Also mentioned was the Community garage sale that will take place on Saturday, April 27, 2019. Homeowner asked if they would be able to have the Jess Pirtle perimeter fence taller than six feet.
- c. City of Sugar Land update by Steve Porter. Steve Porter reported that the City of Sugar Land will start the build of a hotel and conference center near the Smart Financial Center. He also spoke about Earth Day and shredding day on April 13th from 2-5PM in the town center.

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Call Business Meeting to Order:

The Board President Kelly Knake announced the resignation of Courtney Smith and Bruce Bumgardner was interested in a position on the Board of Directors and Jameson Frey making a motion and Sherry Ziegner 2nd it. It was passed and the Board welcomed Bruce Bumgardner on the Board.

Actions between Meetings: No Report

Approve Minutes of Previous Meeting:

With a motion of the Board of Directors approved the March 11, 2019 meeting minutes.

Committee Reports:

- a. Architectural Control – The Board of Directors agreed to have the Attorney Lori Alderson write t up the guidelines for the perimeter fence on Jess Pirtle. And to have the guidelines written as the Sugar Mill had then before. The Board also have agreed to have Lori Alderson prepare a letter to send to all homeowners that live along the Jess Pirtle.
- b. Beautification Committee – Sherry Ziegner reported that Yard of the month starts in May.
- c. Nominating Committee – No Report

Treasurer's Report:

- a. Cash Balances - New First Bank Ckg- \$160,591.30 as of 3/31/19
New First MMA- \$ 111,884.58 as of 3/31/19
- b. Delinquencies – 95.29% collected as of 3/31/19
- c. Review Financial Reports- Kelly Knake will move monies from the New First Checking and move to the MMA. Leaving about \$40,000.00 in the checking.

Management Report:

- a. Correspondence received by Association, Directors, Management - No Report
- b. Association Business and Operations - No report
- c. Pool Report – The pool was reported to be left unlocked and fill line left on by Aquatico Pool Company. The Board reviewed three proposals from Aquatico Pool, JRD Construction and Warner Pools for the expansion joints, pressure washing, diving board and recolor on deck. With Bruce Bumgardner making a motion and Jameson Frey 2nd it for the contract of Warner Pool Services and Joanne Williams and Sherry Ziegner against it.
- d. Common Area Maintenance – No Report
- e. Landscape Report – Jameson Frey will speak with the landscaper on the front entrance flower beds and the bedding in front of pool gate.
- f. Park Report – No Report
- g. Tennis Court Report – The proposal for the windscreen from Classic Sports was approved with Jameson Frey making a motion and Joanne Williams 2nd it. Board was notified that the windscreen should arrive in three weeks after ordered.
- h. Newsletter/Website – No Report

Executive Session:

Reconvene in Open Session and Report on Actions Approved During Executive Session:

- a. Collections
 - 1. Enforcement Action – No Action taken
 - 2. Owner Request – The Board of Directors denied (1) one homeowners request.
- b. Deed Restrictions Report - The Board approved the deed restriction report provided by API. API reported that (1) work orders had been issued for self-help items and (13) certified letters were mailed. API also reported (0) accounts were sent to the association's attorney for deed restriction enforcement and (2) homeowners request were approved with one having a 90 day extension.

Set Date, Time and Agenda of Next Meeting/Adjournment

The next Board of Director's meeting is scheduled for Monday, June 10, 2019
at 7:00 P.M. held at Civic Center located at 13743 Woodchester
Sugar Land, TX 77498

With no further business to be conducted the meeting was adjourned by President,
Kelly Knake at 8:47 P.M.

Date: _____

_____, President

_____, Secretary

_____, Management