

**Covington Woods Community Association, Inc.  
Board of Directors Meeting Minutes  
January 13, 2020**

**In attendance:**

<b>X</b>	<b>Jameson Frey</b>	<b>X</b>	<b>Leticia Gomez</b>	<b>X</b>	<b>Officer Gary Reid</b>
<b>X</b>	<b>Joanne Williams</b>			<b>X</b>	<b>John Herman- Running for Constable</b>
<b>X</b>	<b>Rick Bravo</b>			<b>X</b>	<b>Mike Wen- Running for Constable</b>
<b>X</b>	<b>Bruce Bumgardner</b>				
<b>X</b>	<b>Kelly Knake</b>				
	<b>Board Members</b>		<b>Management</b>		<b>Guests</b>

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

**Call Meeting to Order:**

Due notice of meeting, a quorum was established, Jameson Frey, the Board President, called the meeting to order at 7:00 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 reported that there was (1) one auto thief and break-in in November. Two (2) males were caught in the Katy area. He also reminded the residents to lock your vehicles and a reminder of the non-emergency number 281-275-2525.
- b. Resident Input- Homeowners had concerns of power outage that had been happening several times throughout the community for several days. API called the electric company and they were aware of the situation and was told they were working on resolving the issue. A homeowner asked about the pool and what was the progress. The Board let homeowners know the resurfacing of the pool has been completed.

**Call Business Meeting to Order:**

**Actions between Meetings: No Report**

**Covington Woods Community Association, Inc.**  
**Board of Directors Meeting Minutes**  
**January 13, 2020**  
**Page -2-**

**Approve Minutes of Previous Meeting:**

With a motion of the Board of Directors approved the November 11, 2019 Meeting minutes.

**Committee Reports:**

- a. Architectural Control – No Report
- b. Beautification Committee – Rick Bravo will look for volunteers for YOM and another homeowner will help with bright spots.

**Treasurer's Report:**

- a. Cash Balances - New First Bank Ckg- \$41,680.32 as of 12/31/19  
New First MMA- \$104,711.73 as of 12/31/19  
New First ICS- \$40,011.64 as of 12/31/19
- b. Delinquencies – 98.76% collected as of 10/31/19
- c. Review Financial Reports- No Report

**Management Report:**

- a. Correspondence received by Association, Directors, Management - No Report
- b. Association Business and Operations – No Report
- c. Pool Report – The Board was informed the pool resurfacing was completed.
- d. Common Area Maintenance –  
Video Surveillance Pool/Park- The Board of Directors was notified ADT is waiting on two (2) cameras to finish the installation.  
Jess Pirtle Fencing- The Board has asked API to contact the association's attorney for questions they had.
- e. Landscape Report – No Report
- f. Park Report – No Report
- g. Tennis Court Report- Jameson will ask the landscaper to put windscreen back up.
- h. Newsletter- Check all punctuation and spelling before it goes to print.
- i. Website – Make sure all old information is removed after expired date. It will be a Board effort.

**Executive Session:**

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

- a. Collections -
  - 1. Enforcement Action – The Board of Directors approved (1) one address to be filed for law suit.
  - 2. Owner Request – The Board of Directors denied (0) zero homeowner’s request.
- b. Deed Restrictions Report -

The Board approved the deed restriction report provided by API. API reported that (0) zero work orders had been issued for self-help items and (4) four certified letters were mailed. API also report (0) zero accounts were sent to the association’s attorney for deed restriction enforcement. The Board has agreed to move on to the next step for properties at the attorney.

**Set Date, Time and Agenda of Next Meeting/Adjournment**

The next Board of Director’s meeting is scheduled for Monday, February 10, 2020 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, Jameson Frey at 8:30 P.M.

Date: \_\_\_\_\_

\_\_\_\_\_, President

\_\_\_\_\_, Secretary

\_\_\_\_\_, Management