

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
November 11, 2024

In attendance:

Board Members		Management		Guests	
X	Vernon Weinkam President	X	Rachel Rivera, MASC Austin Properties, Inc.	X	Officer Reid, Sugar Land Police Department
X	Mark Miertschin Vice President				
X	Susan Gillum Treasurer				
	Mike Flood Secretary				
X	Joanne Williams Member At Large				

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

Call Meeting to Order:

Due notice of meeting, a quorum was established, Vernon Weinkam the Board President, called the meeting to order at 7:00 P.M.

Call Open Forum to Order:

- a. Patrol Activity Report – Officer Gary Reid was present to provide the crime report for the past month.
- b. Resident Input – There were residents present who brought forth no concerns.

Call Business Meeting to Order

- a. Election of Officers – The Board of Directors approved to keep Officers the same.

Actions between Meetings:

- a. Summarize Unannounced Meetings, if any – No unannounced meetings.
- b. Ratify Actions Approved Between Meetings, if any – No actions approved.

Approve Minutes of Previous Meeting:

- a. The Board of Directors approved the October 14, 2024 Board meeting minutes as written.

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Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – The Board of Directors approved to change the holiday decorations contest awards to a 1st, 2nd and 3rd place award system. Awards would be \$100, \$75 and \$50 gift cards, respectively. API will order the signs to be placed in the winner's yards, accordingly.
- c. Pool Committee – The Pool Committee reported that the refrigerator, garage and bathrooms were cleaned. The Pool Committee went on to request that the pool open back up at Spring Break, instead of Memorial Day Weekend. After discussion the Board approved the request. API reported that Pool Operations for the 2025 swim season will need to be discussed in January.

Treasurer's Report:

- a. Cash Balances as of 10/31/2024 - \$41,116.44
- b. Delinquencies – The 2024 assessments were 98.36% collected as of 10/31/2024.
- c. Review Financial Reports - API provided financials as of October 31, 2024 for the Board's review.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- b. Association Business and Operations – No report.
- c. Clubhouse Report – API reported that the City of Sugar Land still did not have a firm update on their audit of community buildings. The Board went on to discuss verbal options provided by the City representative in charge of this project. After discussion, the Board decided that their preference was to keep the lease in place, as is.
- d. Pool Report – API presented the pool rules draft for Board and Pool Committee Review. After review and discussion, the Board approved minor changes, pending the review of the rules by Mike Flood.
- e. Common Area Maintenance – Pending the completion of City Public Works project.
- f. Landscaping Report – No report.
- g. Park Report – No report.
- h. Tennis Court Report – No report.
- i. Newsletter – API reported that the next newsletter content is due January 15, 2025.
- j. Website/Townsq – API reported minor updates were made to the website.

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Executive Session:

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

- a. Collections -
 - 1. Enforcement Action – No action.
 - 2. Owner Request – No requests.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board went on to defer approval of one (1) exterior modification completed without prior ACC approval and requested that the owner submit an ACC form.
 - 2. Owner Requests – No owner requests.

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

With no further business to be conducted the meeting was adjourned by President, Vernon Weinkam at 8:45 p.m. The next Board of Directors meeting is scheduled for Monday, January 13, 2025, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management