

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
September 9, 2024

In attendance:

Board Members		Management		Guests	
X	Vernon Weinkam President	X	Rachel Rivera, MASC Austin Properties, Inc.		Officer Reid, Sugar Land Police Department
X	Mark Miertschin Vice President				
	Vacant Treasurer				
X	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, Ricardo Bravo 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 several residents present who brought forth concerns pertaining to financials, deed restriction violations and parking violations.

Call Business Meeting to Order

- a. Election of Officers – The Board of Directors elected officers as follows: President, Vernon Weinkam; Vice President, Mark Miertschin; Secretary, Mike Flood; Board Member at Large, Joanne Williams. Ricardo Bravo announced his resignation from the Board effective at the end of the current meeting.

Actions between Meetings:

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

Approve Minutes of Previous Meeting:

- a. The Board of Directors approved the June 10, 2024 Board meeting minutes and the August 12, 2024 annual meeting minutes as written.

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Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – No report.
- c. Establishment of Pool Committee – The Board of Directors approved the establishment of a Pool Committee and appointed Donna Weinkam and Robin Halbbrook to the committee.

Treasurer's Report:

- a. Cash Balances as of 8/31/2024 - \$71,183.83
- b. Delinquencies – The 2024 assessments were 98.13% collected as of 8/31/2024.
- c. Review Financial Reports - API provided financials as of August 31, 2024 for the Board's review. API advised that a proposed Budget 2025 would be presented at the October Board meeting.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- b. Association Business and Operations – No report.
- c. Clubhouse Report – No update.
- d. Pool Report – Mike Flood reported that repairs were made to the autofill and wader pool due to a leak in the autofill which caused the wader pool to overflow. API reported that the fence replacement around the pool area was replaced and work complete. The emergency phone repair, electrical outlet installation were also reported as complete. The Board discussed the issue with the timer for the large light pole on the west side of the pool as it is in need of repair. After discussion, Vernon Weinkam stated he would inspect the issue with the timer and attempt to repair it at minimal cost.
- e. Common Area Maintenance – API reported that Wood Electrical was delayed by employee turnover but continued working through the issues with locating the power boxes with CenterPoint. Wood Electrical also instructed API to contact CenterPoint in order to establish addresses for the new meters to be installed.
- f. Landscaping Report – The Board of Directors discussed the condition of the plant material in some of the cul-de-sacs and requested that API work on an audit of the same with GreenMark.
- g. Park Report – API presented a proposal from Cunningham Recreation for the replacement of failing parts on the existing playground structure, as well as the replenishment of mulch in the playground. The Board approved to defer discussion until they could perform a review of the 2025 budget.
- h. Tennis Court Report – No report.
- i. Newsletter – API reported that the next newsletter content is due October 15, 2024.

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- j. Website/Townsq – API reported that minor updates were made to the website.

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 of Directors approved six (6) certified letters pertaining to outstanding deed restriction violations and approved eleven (11) exterior modifications completed without prior ACC approval. The Board went on to deny two (2) exterior modifications completed without prior ACC approval and requested that one (1) reminder letter be mailed for an approved ACC request.
 - 2. Owner Requests – The Board of Directors denied two (2) owner request.

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

With no further business to be conducted the meeting was adjourned by President, Ricardo Bravo at 8:41 p.m. The next Board of Directors meeting is scheduled for Monday, July 8, 2024, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management