

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
February 13, 2023

In attendance:

Board Members		Management		Guests	
X	Ricardo Bravo	X	Rachel Rivera, MASC Austin Properties, Inc.	X	Officer Reid, Sugar Land Police Department
X	Mark Miertschin				
	Jennifer Morovitz				
	Mike Flood				
X	Joanne Williams				

(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 stats report for the previous month.
- b. Resident Input - There was one resident present, who brought forth concerns related to a neighbor-to-neighbor altercation.

Call Business Meeting to Order

Actions between Meetings:

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

Approve Minutes of Previous Meeting:

The Board of Directors approved the January 9, 2023 Board meeting minutes as written.

Committee Reports:

- a. Architectural Control – The Board of Directors approved to appoint Joe Sinclair and Vernon Weinkam to the Architectural Control Committee. Email addresses will be provided to API to reach out to the new members.
- b. Beautification Committee – No report.

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Treasurer's Report:

- a. Cash Balances as of 1/31/2023 - New First Bank Ckg - \$31,948.58
New First MMA - \$30,196.38
New First ICS - \$110,128.36
- b. Delinquencies – 82.4% collected as of 1/31/2022
- c. Review Financial Reports- API provided financials as of January 31, 2022 for the Board's review.
- d. Budget 2023 – API provided a proposed budget for 2023. After discussion, the Board of Directors approved the Budget as proposed.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- c. Association Business and Operations – No report.
- d. Clubhouse Report – API presented a proposal from JR.D Construction and DCR Builders for the renovation of the interior of the clubhouse. After review and discussion the Board approved to obtain proposals which only provide costs for interior painting, window replacement and blind replacement.
- e. Pool Report – API provided a proposal from JR.D Construction for the replacement of wall panels in the men's restroom which were broken out to access leaking plumbing. The Board declined the bid and requested a work order to patch the holes and make them into an access point for any future repairs. API went on to present three proposals for lifeguards for the 2023 pool season. After discussion, the Board deferred their approval. API reported that the insurance company had been contacted and invoices being gathered for filing a claim for repairs made to the pool house following freeze damage. The Board requested a work order for the lights in the Men's restroom to be inspected as water from the plumbing breaks was flooding the light fixtures.
- f. Common Area Maintenance – The Board of Directors deferred approval of the entrance and park improvements proposal provided by GreenMark Environmental at this time.
- g. Landscaping Report – No report.
- h. Park Report – No report.
- h. Tennis Court Report – No report.
- i. Newsletter – API reported that there was a delay on their part in updating newsletter content. The Board approved for Martha Bravo to provide a swim team article to be included in the newsletter.
- j. Website/Townsq – API reported that major updates were made to the website, including the removal of outdated information.

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Executive Session:

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

- a. Collections -
 - 1. Enforcement Action – No actions.
 - 2. Owner Request – No owner requests.
- b. Deed Restrictions Report –
 - 1. Enforcement Action - The Board of Directors approved one (1) force mow work order. The Board of Directors approved three (3) architectural modifications completed without prior approval.
 - 2. Owner Requests – The Board of Directors declined one request for additional extension.

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 9:00 p.m. The next Board of Directors meeting is scheduled for Monday, March 13, 2023, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management