

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
June 10, 2024

In attendance:

Board Members		Management		Guests	
X	Ricardo Bravo President	X	Rachel Rivera, MASC Austin Properties, Inc.		Officer Reid, Sugar Land Police Department
	Mark Miertschin Vice President				
X	Chester Machen 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, 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 the SAYOR pool transition, deed restriction violations and the implementation of a pool committee.

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.

Approve Minutes of Previous Meeting:

- a. The Board of Directors approved the May 21, 2024 minutes as written.

Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – No report.

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Treasurer's Report:

- a. Cash Balances as of 5/31/2024 - \$118,618.71.
- b. Delinquencies – The 2024 assessments were 96.58% collected as of 5/31/2024.
- c. Review Financial Reports - API provided financials as of May 31, 2024 for the Board's review.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- b. Association Business and Operations – The Board of Directors briefly discussed the annual meeting scheduled for August 12, 2024. API reported that preparations of the candidate solicitation and annual meeting notice would soon begin.
- c. Clubhouse Report – No update.
- d. Pool Report – The Board of Directors discussed the implementation of a Pool Committee and requested that API add this to the next Board meeting agenda. The Board and residents present discussed the Pool Committee's charter and pool inspection checklist.
- e. Common Area Maintenance – API reported that Wood Electrical was working with specific homeowners to pull power from the electrical sources in their backyards to the monuments.
- f. Landscaping Report – No report.
- g. Park Report – No report.
- h. Tennis Court Report – The Board of Directors reviewed a proposal from Classic Sports to resurface the tennis courts and add pickleball play lines and a practice Board at a cost of \$9,885. After review the Board tabled the decision to get through the pool season and review the budget once again.
- i. Newsletter – API reported that the next newsletter content is due July 15, 2024.
- j. Website/Townsq – API reported that 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 – The Board of Directors approved to proceed with filing one (1) lawsuit.
 - 2. Owner Request – No requests.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors approved five (5) certified letters pertaining to outstanding deed restriction violations, approved one (1) force mows, and approved three (3) exterior modifications completed without prior approval. Lastly, the Board of Directors approved one (1) attorney demand letter.
 - 2. Owner Requests – No owners requests.

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