

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
MEMORIAL CHASE COMMUNITY IMPROVEMENT ASSOCIATION, INC.**

March 8, 2012

Fire Station – 9755 Landry

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:00 p.m. Board members in attendance were Norma Avila, David Kopinitz, and Celene Keserich. Drew Jones with Sterling Association Services and one resident were also in attendance.

ADOPT AGENDA

A motion was made, seconded and passed unanimously to adopt the agenda as presented.

HOMEOWNER/GUEST INPUT

No homeowner input.

APPROVAL OF MINUTES

The minutes of the February 9, 2012 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending February 29, 2012.

Collections – Every past due account, not already at the attorney or pending as noted, had a past due notice letter sent out on February 15, 2012.

Deed Restriction Report – A review of the area was done and notices are being sent.

ACC Applications – There were no ACC applications to review/approve. Residents are reminded that ACC forms must be submitted and approved prior to starting any projects. ACC forms should be submitted with all the required information including color samples. Forms are available online at www.memorialchasecia.com.

Monthly Invoices - The board reviewed the monthly invoices and signed the association checks for their payment. Corrections were made for one item Drew looked into regarding the fax and scan charges listed on the Sterling Association Services invoice. The attorney check was held pending information we are waiting on regarding the bylaws. We also asked Drew to separate future checks for Sterling based on the regular monthly fee and any additional service fees they charge.

OLD BUSINESS

HOA Law Changes/2012 Payment plan for unpaid association dues- The Board agreed that we have meet the requirements for changes. By-law review is still be done by the attorney. In addition, board election and quorum questions have not yet been confirmed.

NEW BUSINESS

2012 Pool Schedule/Contract/Pool opening Party- May 19, 2012 has been set as the pool party date. The party will take place from noon until 2:30pm. The pool opening schedule has been determined and will be posted soon. Pool tags have been ordered and will be ready for the party. Letters for donors will be distributed to board members for requesting pool party door prizes. Contract with Southwest is the same as last year. Estimates will be sought for decking at the poolside.

NEXT MEETING SCHEDULED April 12, 2012 at the Fire Station on Landry.

ADJOURN

With no further business to come before the board, a motion was made, seconded and passed unanimously to adjourn at 7:31 p.m.

Celene Keserich, Secretary