

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

**January 10, 2013
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, Linda Bengel, Celene Keserich and David Kopinitz, Drew Jones with Sterling Association Services and two residents were also in attendance.

ADOPT AGENDA

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

HOMEOWNER/GUEST INPUT

The homeowners present had concerns about barking dogs in the neighborhood and large 18-wheeler type trucks parked on our streets. Drew will send notice to the resident owner of the barking dogs and the large truck parking will be addressed if it continues.

APPROVAL OF MINUTES

The minutes of the December 13, 2012 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending December 31, 2012. There were some deposit delays which Drew advised was due to the holidays and staff vacations. 2013 Association fees are coming in, past due fees are being paid so our funds look good for the beginning of the year.

Collections – The board reviewed the current status of all past due accounts as of December 31, 2012. As mentioned above, several outstanding items have been paid, so the collection report is improving.

Deed Restriction Report – A review of the area was done, and letters have been issued for all violations noted.

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.

OLD BUSINESS

Attorney Open Issue/invoice- The Board continues to wait for a by-law review by the attorney. The attorney check has been voided pending information we are waiting for regarding the bylaws.

NEW BUSINESS

Annual Meeting Notice- The annual meeting notice will be sent. It will also be posted on the website. Financials will be posted the week of January 14th, 2013. The annual meeting that will take place on February 14, 2013 at the Fire Station on Landry.

NEXT MEETING SCHEDULED February 14th, 2013 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 7:21 p.m.

Celene Keserich, Secretary