

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

**January 12, 2012
Fire Station – 9755 Landry**

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:01 p.m. Board members in attendance were Norma Avila, Linda Bengé, and Celene Keserich. Drew Jones with Sterling Association Services and one resident was 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 December 08, 2011 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, 2011.

Collections – The board reviewed the current status of all past due accounts as of December 31, 2011.

Deed Restriction Report – December deed restrictions were mailed out as needed.

ACC Applications – There was one ACC applications to review/approve. It is pending additional information to 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. Drew will look into two items: The late charges and late payment on the phone bill and a fax/scan charge listed.

OLD BUSINESS

Security Report- The monthly security report was reviewed by the board members.

Pool Needs- The slide needs to be repaired or removed. The mats on the deck need to be replaced and the deck boards need to be replaced. These items will be considered for repair/replacement during the off season.

Common Area- Mikel advised that updates were made to the playground area. Trees cut, fence boards replaced and some general clean up were done.

Reserve Study- The current reserve study will be reviewed at a later board meeting.

NEW BUSINESS

Security Contract – The board approved and signed the security contract.

Year-end closing- The year-end closing is done. Monies from assessments were transferred into the main checking account.

HOA Law Changes/2012 Payment plan for unpaid association dues- The board reviewed, executed, signed and had all the forms notarized necessary to comply with the new laws.

2012 Annual Home Owners Meeting-- The meeting will be held on February 9, 2012 at 7pm at the Fire House on Landry. Forms will be mailed to homeowners so that they are received 10 days prior to the meeting.

Pest Control Contract- the board agreed to sign the pre-paid pest contract for 2012.

NEXT MEETING SCHEDULED February 9, 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 8:08 p.m.

Celene Keserich, Secretary