

# Minutes Of the Monthly Meeting of The Memorial Chase Community Improvement Association Board of Directors

January 12, 2023  
Fire Station 9755 Landry

## Call To Order

Mikel Fontana, President called the meeting to order at 7:00pm. Board members in attendance were Norma Avila, Annie Allen, and David Kenney. Drew from Sterling ASI was also in attendance.

## Adopt Agenda

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

## Homeowner/Guest Input

None

## Approval of Minutes

The December 08, 2022, monthly board meeting minutes were approved as presented.

## Management Reports

### Financial

The board reviewed and approved the financials for December 2022

### Collections

The board reviewed the current Attorney collection report and approved to attorney to move forward with recommend action for the 8 pending past due accounts.

### Deed Restrictions

An inspection of the area will be completed. Letters will be sent as required.

### ACC Applications

Three (03) ACC applications were submitted for review and were approved:

17026 Boyton Lane  
17010 Fenny Bridge  
9311 Southleigh

All ACC forms are required to be submitted with all the required information including actual color samples (if required) **prior** to any work being started or scheduled. ACC forms are available online at [www.memorialchasecia.com](http://www.memorialchasecia.com) .

### Monthly Invoices

The monthly invoices and association checks were reviewed and processed by the board.

## Old Business

**Monthly Billing** – The board reviewed a report on pending Sterling ASI invoices with two having outstanding question that Drew will provide feedback to the board. Payment information was provided to Sterling for all other pending invoices and Drew will research each of the invoices and payments.

## New Business

**2023 Annual Meeting** – Mikel presented meeting documents for the annual meeting for the board to review. The documents were reviewed and approved and will be mailed to all MCCA homeowners the week of January 16<sup>th</sup>. Documents will also be posted on the association website.

**Common Area Repairs** – Drew was requested to have a contractor inspect the Common Area and provide a report including cost estimates for repairs so they can be completed prior to the annual pool season opening.

**Sterling ASI Contract Review** – Drew presented the board with the Sterling ASI management contract renewal. The board requested Drew to provide details on a couple questions regarding the contract renewal. He was asked to obtain the information and present to the board at the February monthly meeting.

**Trash Collection** – Drew advised of residents' inquiries regarding recent issues with the collection of trash / recycling. Residents are advised to contact Texas Pride directly and or to contact the water district (HC WCID # 119) as they hold the contract for Texas Pride. Residents can also check Texas Pride web site for holiday collections and or severe weather collections.

## Next Meeting Scheduled

February 09, 2023 @ 7:00pm – Fire Station 9755 Landry

## Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:52pm.

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Celene Keserich, Secretary (Mikel Fontana)