

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

**January 14, 2010  
Fire Station – 9755 Landry**

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**CALL TO ORDER**

President Mikel Fontana called the meeting to order at 7:00p.m. Board members in attendance were Celene Keserich, Trey Kuykendall, David Kopinity, Kim Cluff and Jill Chumley. One resident and Drew with Sterling Association Services, Inc were 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 minutes of the December 10, 2009 meeting were reviewed and approved as presented.

**MANAGEMENT REPORT**

**Financial** – The board reviewed the final financial report for the month ending December 31, 2009

**Collections** – The board reviewed the current status of all past due accounts as of December 31, 2009. All past due accounts have been turned over to the association attorney for collections.

**Deed Restriction Report** – The board reviewed the monthly deed restriction report. Letters will be mailed as needed to address current deed restrictions.

**ACC Applications** –

One ACC form was submitted, reviewed and approved as submitted. 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:

[www.memorialchasecia.com](http://www.memorialchasecia.com).

## **OLD BUSINESS**

**Court Access / Lighting** Mikel reported the court lighting has been completed. The timers will be set and the breaker boxes secured as soon as possible so that the lighting can be put back in service. The board will review options for possible change to the court gate to secure the area.

**Annual Audit** Drew confirmed the annual audit will be completed in the first quarter of 2010.

**Management Certification** Drew advised he would check with the attorney on the status of the Certification.

**2010 Annual Homeowners Meeting** The board reviewed and approved the packet that will be mailed to all residents. The 2010 annual meeting will be held at Krahn Elementary School – 7:00pm on Thursday, February 11, 2010.

## **NEW BUSINESS**

**Common Area Damage** Mikel reported on the repeat damage to the common area fences and playground equipment. Reports have been made to the HSCO and our deputies so that they can assist in keeping an eye out on the Common Area. Charges will be filed on anyone caught damaging the common area. As a reminder the park area is closed after dark with the exception of the court area when the lights are working.

**2009 Annual Report** The board reviewed and approved the 2009 Annual Report that would be mailed to all residents and reviewed at the annual meeting.

**2010 Assessment Collection Status** The board reviewed the collection report for the 2010 annual assessments. Residents are reminded that payment is due on 1/01/10 and are past due effective 01/31/10. A late fee of \$25.00 plus interest will be added to all past due accounts.

**NEXT MEETING SCHEDULED February 11, 2010 at 7pm.**

## **ADJOURN**

With no further business to come before the board, the meeting was adjourned at 8:00 pm.