

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

February 9, 2023

Fire Station 9755 Landry

Call To Order

Mikel Fontana, President called the meeting to order at 7:10pm. Board members in attendance were Norma Avila, Linda Benge, and Celene Keserich. 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 January 12, 2023, monthly board meeting minutes were approved as presented.

Management Reports

Financial

The board reviewed and approved the financials for January 2023

Collections

The 8 pending past due accounts have been forwarded to the attorney for handling.

Deed Restrictions

An inspection of the area has been completed, there are only a few pending issues to address.

ACC Applications

Two (02) ACC applications were submitted for review and were approved:

17008 Highworth - roof - approved

9203 Kirkleigh - fence - approved

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 .

Monthly Invoices

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

Old Business

Sterling ASI Pending Invoices – 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.

2/9/2023 Several items still remain unresolved for Drew/Sterling to resolve as listed below.

-It was noted that an in-depth overview of the invoices occurred at last month's meeting.

-President Fontana had to pay AT&T and Water bill as they were both noted as LATE. He continues to pay the Tara Energy bill due to consistent problems with payment.

-President Fontana handed Drew/Sterling a \$50 check for the 3/1/2021 invoice and wants an

acknowledgment of receipt.

-Another check for \$366.04 was presented to Drew/Sterling for a 2/1/2021 invoice which was for annual mailing, this amount was paid as the \$1000 listed was not correct for our association with only 235 homes.

-Still in question are checks number 506,507 and 508 which were mailed with invoices---why have they not posted to the bank to date AND five(5) other checks from Sept/Oct/Nov not cleared?

- Also, an invoice for Southwest Pools was submitted by President Fontana for payment and no check was presented for payment. President Fontana reminded Drew/Sterling that if presented it should be paid as requested.

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

2/9/2023 The board was advised that cost of items had increased, the increase reported was 18.5%. The contract was showing 4% yearly increase. In addition, the contract showed a date of 2/1/2022. The Board is asking that the contract date be changed to 3/1/2023 and that all past due notices being reviewed are cleared. The contract can then be presented again to the Board for approval.

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. 2/9/2023 – Decks to be repaired, quotes being received. One of the pumps went out and a replacement estimate is \$875 which was approved.

New Business

Board Position Appointments-2023—Current positions remain:

Mikel Fontana – President
Linda Benge- Vice President
Celene Keserich- Secretary
Norma Avila- Treasurer

Annie Allen-Trustee
Sanga Kuykendall - Trustee
David Kenney-Trustee

2023 Pool Season – The pool party will be held May 20, 2023, the weekend before Memorial Day. More to follow.

Next Meeting Scheduled

March 9, 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 7:37pm.

Celene Keserich, Secretary