

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

**February 14, 2013
Fire Station-9755 Landry**

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:08 p.m. Board members in attendance were Norma Avila, Linda Bengel, Kim Cluff, Celene Keserich and Kandace Mobley, 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

No homeowner concerns were voiced.

APPROVAL OF MINUTES

The minutes of the January 10, 2013 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending January 31, 2013. There were some deposit delays which mentioned to Drew. Drew advised he would follow up on the items and report back. We deposited \$22.07 from our final Randall's shopping incentive.

Collections – The board reviewed the current status of all past due accounts as of January 31, 2013.

Deed Restriction Report – A review of the area was done, letters will be issued for all violations noted.

ACC Applications – There was one 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. We also signed and paid a yearly contract for bug spraying in the neighborhood.

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

Election of Board Members - Annual board meeting elections were held and all were re-elected to their current positions:

Mikel Fontana - President
David Kopinitz - Vice President
Norma Avila - Treasurer
Celene Keserich - Secretary
Linda Bengé - Director
Kim Cluff - Director
Kandace Mobley - Director

Annual Meeting Notice Mail Out-Drew will check on three returned letter addresses. In addition, it was noted that the Management Company had sent out the Annual Mailings using our Post Office Box 11081. They should be using the Management Company Post Office Box 38113.

Annual Pool Party-The annual pool party will be on May 18, 2013. Quotes will be obtained for lounge chair coating and re-strapping. In addition, a new deck will be considered for the pool area. Quotes for pool tags will also be sought.

Court and Pool Area- Cameras have been placed at the pool/court area. The Board is also looking into solar lighting for the court area. If you see any suspicious activity in the pool, court or playground area, please contact the Sheriff's office.

NEXT MEETING SCHEDULED March 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 7:35 p.m.

Celene Keserich, Secretary