

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

March 10, 2022  
Fire Station 9755 Landry

## **Call To Order**

Mikel Fontana, President called the meeting to order at 7:02pm. Board members in attendance were Norma Avila, Celene Keserich, Linda Bengé and David Kenney. Drew from Sterling ASI was not 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 February 10, 2022 monthly board meeting and the February 10 annual meeting minutes were approved as presented.

## **Management Reports**

### **Financial**

The board reviewed the financial reports for January and February 2022.

### **Collections**

Several accounts remain on the attorney report. Future actions will be taken on the outstanding accounts.

### **Deed Restrictions**

An inspection of the area was completed and approximately twenty letters have been sent. Five of those are unresponsive to the notice and further action will be taken.

### **ACC Applications**

Two ACC applications were submitted for review and approved:

17003 Boyton- roof - APPROVED

17007 Boyton – siding, porch columns repair/replace and painting - APPROVED

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

### **Monthly Invoices**

The monthly invoices were presented to President Fontana prior to the meeting as Drew from Sterling was unable to attend. President Fontana was able to review and approve the monthly invoices and associations checks presented.

## Old Business

### Pool /Pumps Water Leak

There is currently a water leak which may be coming from the pool piping and or equipment in the pump room. Additional inspection to be done to locate and repair the leak. Leak detection and repair being planned. This is still not resolved. 2/10/2022- Leak has been detected, concrete removal will be required with a quote cost of \$1800-\$2300. Board has approved with request of pictures to show leak and steps taken to repair. This may cause water bill to increase until repairs are complete.3/10/2022- The leak has been found and repaired.

**Meeting Location Options 2022-** Due to continued concerns with COVID access to the Fire Station for meetings is still unavailable. Additional options are being considered for an alternate meeting location. 3/10/2022-The Fire Station is open for our meeting, so meetings will occur. MCHOA has also advised it is a possibility to allow board meetings at their location if needed.

**Insufficient Funds Fees-** any fees charged due to funding should be reimbursed to MCCIA via resident billing handled by Sterling Mgmt. Cost will be actual bank fee plus a \$25 processing fee.

## New Business

**Annual Pool Party-** Pool Party is set to occur on May 2022 from Noon-2pm. Additional details to follow.

**Monthly Invoicing/Board Packets-** We have had several instances of invoicing problems and receipt of Board packet information from Sterling Mgmt. President Fontana continues to request timely reporting so that we avoid late fees and notices from vendors we deal with. Board has taken several steps to ensure that we pay all invoices in a timely manner, however fees paid to Sterling Mgmt. for services must be considered. Board will again request steps to ensure that contracted processes are met.

## Next Meeting Scheduled

April 14, 2022 @ 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 7:29pm.

---

Celene Keserich, Secretary