

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

**March 14, 2013**

**Fire Station-9755 Landry**

---

**CALL TO ORDER**

President Mikel Fontana called the meeting to order at 7:09 p.m. Board members in attendance were Norma Avila, Linda Bengel, Celene Keserich and David Kopinitz, 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**

A homeowner concern about how to address loose dogs in the neighborhood was discussed. In addition, a resident complaint of noisy chickens was reviewed—we need additional information regarding what address the noise is coming from to determine how to proceed with any formal action.

**APPROVAL OF MINUTES**

The minutes of the February 14, 2013 meeting were reviewed and approved as presented.

**MANAGEMENT REPORT**

**Financial** – The board reviewed and approved the final financial report for the month ending February 28, 2013. There were many items that the board asked Drew to review/revise: the special mailing account was applied incorrectly, pool management should be \$0 for this month, pest control should be budgeted for the full amount-not in installments and the AT&T bill regarding increase in charge amounts will be investigated. In addition, Drew will check into the charge for a Welcome Package. All accounts with a balance due of \$5.00 or less will be closed. All accounts with any credit will have a check issued to the homeowner.

**Collections** – The board reviewed the current status of all past due accounts as of February 28, 2013. Past due accounts at the attorney were approved to send notices.

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

**ACC Applications** – There were no 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](http://www.memorialchasecia.com).

**Monthly Invoices** - The board reviewed the monthly invoices and signed the association checks for their payment. Drew will check into the duplicate mailing/postage fees.

### **OLD BUSINESS**

**Pool Area Quotes** – We have asked for a quote for 16 lounge chairs and 6 chairs to be re-coated and re-strapped. In addition, deck replacement near the entrance will be acquired. Due to the continued damage in the court area, a quote to have the gate replaced or repaired is being sought.

### **NEW BUSINESS**

**Annual Pool Party Notice** The annual pool party will be on May 18, 2013. The board reviewed the pool notice for approval. It was noted that the form was approved. Quotes for pool tags have been obtained and tags will be purchased.

**Annual Pool Party Door Prize Notice** The door prize letter was reviewed and approved. It is available to board members who would like to present it to local vendors for participation.

**NEXT MEETING SCHEDULED April 11th, 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 7:31 p.m.

---

Celene Keserich, Secretary