

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

April 14, 2022  
Fire Station 9755 Landry

## **Call To Order**

Mikel Fontana, President called the meeting to order at 7:00pm. Board members in attendance were Annie Allen, Norma Avila, Celene Keserich, and David Kenney. 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 March 10, 2022 monthly board meeting minutes were approved as presented.

## **Management Reports**

### **Financial**

The board reviewed the financial reports for March 2022.

### **Collections**

There are twenty-seven past due 2022 accounts. There are three accounts at the attorney which will proceed to the next step of collection which is the title search.

### **Deed Restrictions**

An inspection of the area was completed and letters have been sent.

### **ACC Applications**

Five ACC applications were submitted for review and approved:  
9306 Bampton-Fence, Siding and Painting  
9126 Newkay-Painting  
9310 Landry-New Windows  
17119 Kirkchapel- New Windows  
17027 Highworth- Fence

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 and association checks were presented, reviewed, and approved. The Board asks that Sterling Management include the property address and owner address (if different) on invoices or checks. In addition, several issued checks dated 2018 to 2021 that have not been cashed will be 'written off/redeposited' to the association account.

## 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. No pool damage was found so cost was \$1800. 4/14/2022 The Corrected price of the repair is \$2300 due to the extent of the repairs and backfill that was required.

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

## New Business

**2022 Pool Season/Restrictions-** A mailer will be going out regarding the pool season and restrictions via mail to residents/owners. Association dues must be paid and no outstanding deed restrictions noted for pool tags to be issued.

**Pool Decking post Replacement-** One of the posts on the covered table area in the pool has a post which is rotted. Drew will seek quote for replacement and advise cost. Work is required to occur prior to the pool party.

**Sterling Contact Update-** Ms. Danley Gonzalez will now be assisting Drew at Sterling Mgmt. Information on the deed restriction letters will be updated based on changes within the Sterling office process.

## Next Meeting Scheduled

May 12, 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 7:36pm.

---

Celene Keserich, Secretary