

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

May 8, 2025

Fire Station 9755 Landry

Call To Order

Mikel Fontana, President called the meeting to order at 7:00 pm. Board members in attendance were: Norma Avila, Linda Benge, Annie Allen and Celene Keserich. Drew from Sterling ASI and one resident 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

April 10, 2025 monthly board meeting minutes were approved as presented.

Management Reports

Financial

April 2025 financials were reviewed. They look good.

Collections

The current attorney report was reviewed. There are nine accounts in collection and one of them has been paid.

Deed Restrictions

The monthly report was reviewed. Thirty-five letters were sent.

ACC Applications

The following ACC form(s) was reviewed and approved:
9311 Southleigh Drive- replace trim/door and paint all.

Monthly Invoices

Checks were reviewed and signed by the board. One was voided as amount of check and invoice did not match (Cypress Creek). President Fontana to handle payment.

Old Business

Pool Pump Status- The pump has been replaced.

Annual Pool Party- Notice- A one page notice will be sent this year. Notice was presented to Drew for mailing. Mailing will be in the qty of 235 – 1 page mailing. The party will take place on May 17th from Noon to 2:00pm. ID will be required for entry.

Common Area Repairs-There are several items that need attention: doors, gates, etc. to be looked at for quotes. Hope is to handle it before pool party. *5.8.2025 Tennis Court gate replacement \$7,000-new gate and new locks, with half gate removed. In addition, the Board approved the following: three doors in the pool area need to be replaced. Fascia board on the pool pump house needs replacement. Also looking into a quote for deck replacement in the pool area; both regular wood and Trex decking.*

New Business

Late Fee Waiver- Resident requested for late fee waiver. The request was denied as the account is not current for 2025 assessments.

Management Certificate- The attorney have completed the management certificate and it was notarized and will be mailed to the attorney so it can be filed.

Next Meeting Scheduled

June 12, 2025 @ 7:00pm – Fire Station

Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:27 pm.

Celene Keserich, Secretary