

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

May 12, 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 Sanga Kuykendall. 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 April 14, 2022 monthly board meeting minutes were approved as presented.

## **Management Reports**

### **Financial**

The board reviewed the financial reports for April 2022.

### **Collections**

There are twenty-seven past due 2022 accounts. There are eight accounts at the attorney.

### **Deed Restrictions**

An inspection of the area will be completed prior to the pool party. Letters will be sent. Residents with deed restrictions will not be able to obtain pool passes.

### **ACC Applications**

Five ACC applications were submitted for review and approved:  
9307 Southlight Drive -new roof /gutters-APPROVED  
9103 Southleigh Drive – fence stain-APPROVED  
9115 Southleigh Drive -windows-APPROVED  
9111 Newkay- new roof- APPROVED  
17019 Highworth– 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 and association checks were presented, reviewed, and approved. The Sterling Management invoice was not presented for payment. In addition, Drew will confirm the cost of mailings for the pool party (total breakdown of fees).

## Old Business

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

**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. 5/12/2022- Drew will follow up with vendor to get repair completed before pool party.

**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.

**INSF Check Charges**- any late fees accompany payments will be charged back to the resident.

**ACC Form Approval Letter-Completion Period Follow Up**- Drew will get back to confirm timing.

## New Business

**Pool Tag Request Status**- only day to pick up pool tags is May 22 from Noon-2pm at the pool. If you miss this date tags can be sent via mail thru June.

**Pool Party recap**- the party will take place on May 22 from Noon to 2pm. Hot dogs, chips, and water will be served. Stop by and say hello to all who attend!

**Short Term Leasing** - Drew will follow up with the Association Attorney regarding the resolution for no short term leasing – minimum 12 months.

## Next Meeting Scheduled

June 9, 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 7:30pm.

---

Celene Keserich, Secretary