

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

**May 13, 2010**

**Fire Station 33 – 9755 Landry**

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**CALL TO ORDER**

A quorum having been established, President Mikel Fontana called the meeting to order at 7:00 p.m. Board members in attendance were Kim Cluff, Linda Bengé and Celene Keserich. Drew Jones with Sterling Association Services, Inc 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**

None

**APPROVAL OF MINUTES**

The minutes of the April 8, 2010 meeting were reviewed and approved as presented.

**MANAGEMENT REPORT**

**Financial** – The board reviewed and approved the final financial report for the month ending April 30, 2010.

**Collections** – The board reviewed the current status of all past due accounts as of April 30, 2010. All 2010 accounts that have not been paid in full are now past due. A \$25.00 late fee has been added to all accounts. These accounts are also subject to interest and attorney fees. Notices are to be sent to past due accounts on May 24, 2010.

**Deed Restriction Report** – The board reviewed the monthly deed restriction report. Letters will be mailed as needed to address current deed restrictions.

**ACC Applications** –

Three ACC applications was reviewed and approved. 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 and approved the monthly invoices and signed the association checks for their payment.

## **OLD BUSINESS**

**Annual Audit** Drew reported that annual audit is completed. He has not yet received the write up.

**Court Access / Gate Repair** The board is requesting bids for gate replacement at the court area.

**Year End Close** The board will review the final 2009 year-end reports at the June meeting. Drew will need to provide details on the final collection as of 12/31/09 at the next board meeting.

**Pool Opening Party** The board reviewed and approved the pool party / pool tag request that will be mailed to all residents.

**2010 Pool Season** The board reviewed and approved the pool hours for the 2010 pool season. Hours are posted online.

## **NEW BUSINESS**

**Play Area** There are some swings in the play area that need to be replaced. Drew will bring a catalog he has available for review to the next meeting.

## **NEXT MEETING SCHEDULED June 10, 2010 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 7:32 p.m.

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Celene Keserich, Secretary