

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

May 14, 2026

Fire Station 9755 Landry

Call To Order

Mikel Fontana, President called the meeting to order at 7:02 pm. Board members in attendance were: Norma Avila, Deb Banano, David Kenny, and Celene Keserich. 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

April 9, 2026 monthly board meeting minutes were approved as presented.

Management Reports

Financial

April 2026 financials were reviewed.

Collections

The current attorney report has seven (7) items pending

Deed Restrictions

The monthly report was reviewed and letters mailed for current violations.

ACC Applications

The following two ACC forms were reviewed and approved:

9314 Kirkchapel Court- Fence replacement

9119 Newkay – Home Improvements

Monthly Invoices

Checks were reviewed and signed by the board except for one check that the amount of the current was not correct. We continue to be presented with checks to sign for which no invoice or approval evidence to pay by the board is attached. Reminder to Sterling that no payments should be made for other than normal monthly expenditure invoices – board approval is required for all others.

Old Business

Past Due Accounts- Once the AGING REPORT is corrected the Board agreed to send out assessment notices of \$25 on all past due notices.

Pool Inspection – Initial inspection is complete and repairs are being made to comply. Final inspection will be handled before May to ensure Pool Party opening. 5/14/2026- Repairs completed and waiting on final approval for pool opening.

Pool Area repairs - Pool repairs and updates have been made to comply with current regulations. In addition, the Board approved new decking work that has been completed.

Pool Opening Party- May 16 from 12-2pm –notice have been mailed to all homeowners with details. 5/14/2026.

New Business

Late Fee waiving- inquiry about late fee waiving was addressed by the board.

Payment Plan Options/request- An error was made by our management company, Sterling Associates, when a payment plan was offered with credit card payments. MCCIA does not offer a credit card program.

Invoice payments- as listed in the 'monthly Invoice' section- all invoices must be presented for payment. No out of norm payments should be made without board approval. This is an ongoing problem that needs to be addressed by Drew, as representative of management company.

Various Items- A good portion of the meeting was to go over outstanding items unresolved over 90 days. Drew from Sterling Mgmt. was to review/resolve - these outstanding bookkeeping and other corrections to monthly reports and notices sent in error. The Board cannot move forward with various decisions until these corrections are made. President Fontana made extraordinarily strong points to have these over 90-day items resolved now and future actions/invoices considered by Sterling to be reported to President Fontana for board approval. President will contact contract lawyer for information regarding various issue handling.

Next Meeting Scheduled

June 11, 2026 @ 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 7:52 pm.

Celene Keserich, Secretary