

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

**June 11, 2020
Remote Meeting**

CALL TO ORDER

Mikel Fontana, President called the meeting to order at 7:01 p.m. Board members in attendance were Norma Avilas, Kandace Mobley, and Celene Keserich. Drew from Sterling ASI was in attendance.

ADOPT A AGENDA

A motion was made, seconded, and passed unanimously to adopt the agenda as presented.

HOMEOWNER/GUEST INPUT

None

APPROVAL OF MINUTES

The monthly minutes were approved.

MANAGEMENT REPORT

Financial

The board reviewed the financial report for May 31, 2020.

Collections

Four accounts are at the attorney to handle. One outstanding account is being invoiced. Drew will be questioning the attorney on a couple of accounts that are no longer listed on the collections report.

Twenty-two accounts have credits and checks will be sent out. All past due association fee accounts will be sent the required notice to pay with options.

Deed Restrictions

A review of the area was completed, and letters have been mailed to residents.

ACC Applications

Four applications were submitted for review.

9115 Landry-powerwash/rotted wood replacement and paint - approved

9202 Kirkleigh-deck and rotted home wood replacement/paint-approved

9418 Landry replacement windows-approved

17003 Highworth – roof replacement- no sample color was provided - pending

All ACC forms must be submitted with all the required information including color samples before any work begins. Forms are available online at www.memorialchasecia.com.

Monthly Invoices

The board reviewed and approved the monthly invoices and association checks for their payment.

OLD BUSINESS

MISSING PAYMENTS There are five payments from September that were lost by Attorney O'Neil-we need status. Drew to follow up. 2/13/2020 Still no response. Continue to follow up. 3/12/2020 Drew confirmed that two replacement checks were received and that the outstanding items will be pursued. 4/9/2020 Still waiting for follow up on these items. 5/14/2020-attorney will be handling with Drew to research. 6/11/2020 this is still in progress.

POOL PLASTERING/REPAIRS Based on observation; a quote is being requested for replastering the pool. In addition, drains/drain covers may be necessary for recertification. Drew will handle this request. 3/12/2020 a bid in the amount of \$19,200 was received. Future review of past costs and any additional changes that might be needed are under consideration for handling after this years' pool season. 5/14/2020-*This item is still pending.* 6/11/2020 *No updates this year.*

2020 POOL SEASON SCHEDULE- The board reviewed and approved the plan to open the pool on July 01, 2020. This opening is subject to change due to the changing impact of COVID-19. We will continue to review *current state/local restrictions and pool management ability to adhere to restrictions. We will open pool with: no chairs, no water fountain, no baby pool and resident only attendance (no guests). Social distancing will also be enforced. Sign in with photo ID verification and pool tag also required. The MCCIA website will be updated with the current information as decisions are made.*

COVID 19 IMPACT- In order to comply with the Harris County Stay Home, Stay Safe order, the tennis court/basketball area remain closed. The park has been opened and will be monitored to insure social distancing in be followed.

NEW BUSINESS

POOL TAG REQUEST L Pool request forms will be process as they are received – there will be no pool tag pick up date due to COVID-19. Tags will be mailed to residents that submit request that include all the required information. Incomplete request will not be processed. Check out the website for the latest info.

NEXT MEETING SCHEDULED

July 9, 2020 @ 7pm location to be announced.

ADJOURN

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:33 p.m.

Celene Keserich, Secretary