

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

June 11, 2026

Fire Station 9755 Landry

Call To Order

Mikel Fontana, President called the meeting to order at 7:03 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

May 14, 2026, monthly board meeting minutes were approved as presented.

Management Reports

Financial

May 2026 financials were reviewed and look good.

Collections

The current attorney report has seven (7) accounts being worked.

Deed Restrictions

The monthly report is complete, letters were sent. Two items will be sent to the attorney as no corrective action has been taken.

ACC Applications

The following three ACC forms were reviewed and approved:

9106 Landry- fence replacement

9310 Southleigh- roof replacement

17011 Kirkchapel- replaced rotten wood and paint

Monthly Invoices

Checks were reviewed and signed by the board. All previous checks issues were resolved.

Old Business

Past Due Accounts- Aging report reviewed and 13 accounts were approved by the board for 209 certified letters to be sent.

Pool Opening Party- Pool party was well attended, under budget and a great success.

Payment Plan Options/Request- One payment plan was requested and approved. A three (3) month payment plan was sent to the property owner for acceptance. MCCIA does not offer a credit card program.

Invoice payments- One invoice "Cypress Creek Pest Control" was not processed. Drew will research and advise if a check was issued. If a check was not issued, the board will issue and mail a check to pay the invoice.

New Business

Pool Repairs- There are two issues to be addressed at the pool: 1) replacement rope/buoys to separate pool drop off area and 2) South ladder to the pool deep end will have a step replaced.

Group Living- MCCIA is a single-family occupied residence community. We are seeking additional guidance from our attorney regarding cost for declaration to document that group homes are not permitted in the neighborhood. Drew will follow up with the attorney.

Procedure Handling- various situations were discussed with Drew (Sterling ASI) to ensure that consistent handling by the management company was being followed for these situations: Deed Restrictions, Resident emails, Pool Tags, and emails received for the wrong homeowner association (MCCIA vs MCHOA).

Next Meeting Scheduled

July 9, 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 7:49 pm.

Celene Keserich, Secretary