

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

June 12, 2025

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 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 8, 2025 monthly board meeting minutes were approved as presented.

Management Reports

Financial

May 2025 financials were reviewed. They look good.

Collections

The current attorney report was reviewed.

Deed Restrictions

The monthly report was reviewed. Letters are being sent.

ACC Applications

The following ACC form(s) was reviewed and approved:

17106 Kirkchapel – roof

9219 Southleigh Drive- roof

9215 Southleigh Drive- various repairs

17018 Highworth- roof, exterior trim replacement and paint.

Monthly Invoices

Checks were reviewed and signed by the board. One did not match amount, but this was correction from prior month error (Cypress Creek). Check was signed at the meeting. Drew will provide President Fontana with correct evidence.

Old Business

Pool Pump Status- The pool pump is not working. Southwest Pools has been contacted to quote for repair/replacement.- *quote for the pump is \$875. 5.8.2025-Pump replaced waiting for invoice. 6.12.2025- the invoice for the pool pump was improperly paid by Sterling Mgmt. from another association account. We have confirmed that payment has been made with the vendor and have reimbursed the other association with a check.*

Annual Pool Party The pool party was a success! Thanks to all who enjoyed the food, fun and prizes!

Common Area Repairs-There are several items that need attention: doors, gates, etc. to be looked at for quotes. Hope is to handle it before pool party. *5.8.2025 Tennis Court gate replacement \$7,000-new gate and new locks, with half gate removed. In addition, the Board approved the following: three doors in the pool area need to be replaced. Fascia board on the pool pump house needs replacement. Also looking into a quote for deck replacement in the pool area; both regular wood and Trex decking. 6.12.2025 The repairs have been done to the doors & fascia at the pool. Quote for deck is still forthcoming.*

New Business

Home Sale Update Procedures- Drew will review the process and respond.

Playground Cushioning- Drew will contact several vendors for quotes to add additional cushioning to the playground area.

Guideline Approval- Effective immediately, all guidelines must be approved by the Board. i.e., late notice mailings, bill payment, etc. (Handout presented with guidelines listed: Memorial Chase Community Improvement Association /MCCIA - Budget & Annual Assessments Planning/Actions)

Next Meeting Scheduled

July 10, 2025 @ 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 7:29 pm.

Celene Keserich, Secretary