

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

**July 13, 2017**

**Fire Station - 9755 Landry**

**CALL TO ORDER**

Mikel Fontana, President, called the meeting to order at 7:00 p.m. Board members in attendance were Annie Allen, David Kopintz, Linda Bengel, Marshall Ault and Norma Avila. Drew from Sterling ASI and one homeowner were in attendance.

**ADOPT A AGENDA**

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

**HOMEOWNER/GUEST INPUT**

No homeowner input.

**APPROVAL OF MINUTES**

The minutes were approved.

**MANAGEMENT REPORT**

**Financial**—The board reviewed the financial report for the month ending June 30, 2017. The financials look good.

**Collections**—The board reviewed the status of the past due accounts as of June 30, 2017. The board approved to forward the outstanding accounts to the association attorney as the next step in the collection process.

**Deed restriction Report**— A review of the area has been completed and letters will be sent to residents as needed for the various restrictions noted.

**ACC Applications**— There were three ACC application(s) to review/approve:

17003 Boyton Lane – Fence approved

17102 Highworth – Repairs approved

9223 Southleigh - Roof approved

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](http://www.memorialchasecia.com).

**Monthly Invoices** - The board reviewed and approved the monthly invoices and association checks for their payment.

## **OLD BUSINESS**

**Bathroom Fixture Update** Lights have been replaced in both bathrooms. Board is also looking into toilet replacements in both baths. More to follow.

**Court Gate Lock Replacement-** Locks have been changed to reduce damage that is occurring in the court. Resident will need to request a new key by completing the court key tag form found online.

**Pool Tags** - Pool tags have been issued to all residents that qualify for pool tags. Assessments and deed restrictions must be current to be eligible for pool tags.

**Common Area Security System** - The board requested that the association attorney be contact regarding the installation of an updated camera system in an effort to prevent damage to the common area.

## **NEW BUSINESS**

**Pool Resurfacing Cost** - The board requested Southwest Pool to provide a cost estimate for the resurfacing of the pool for future budget planning.

**Mosquito Spraying** - The board requested Drew to confirm the spraying schedule for 2017

**Court Gate Lock Replacement-** Locks have been changed in an effort to reduce damage that is occurring in the court. More to follow regarding the process to get your new key. Assessments and deed restrictions must be current to be eligible for new court key.

**ACC Form Process** - The board will be reviewing the ACC form processing and update forms and requirements after the review is completed. All ACC forms must be reviewed and approved prior to any work taking place.

**NEXT MEETING SCHEDULED August 10, 2017 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 7:30 p.m.