

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

August 11, 2022  
Fire Station 9755 Landry

## **Call To Order**

Mikel Fontana, President called the meeting to order at 7:01pm. Board members in attendance were Annie Allen, Norma Avila, Linda Bengé, 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**

The July 14, 2022 monthly board meeting minutes were approved as presented.

## **Management Reports**

### **Financial**

The board reviewed the financial reports for July 2022, they look good.

### **Collections**

There are seven past due 2022 accounts. There are eight accounts at the attorney. All accounts owing more than \$50 will be turned over to the attorney for handling.

### **Deed Restrictions**

An inspection of the area will be completed. Letters will be sent.

It was noted that several deed restrictions are at final notice, if not resolved they will be sent to the attorney for handling.

### **ACC Applications**

One ACC application was submitted for review and approved:  
9107 Kiirkleigh- generator - APPROVED

All ACC forms are required to be submitted with all the required information including actual color samples (if required) before any work is scheduled. ACC forms are available online at [www.memorialchasecia.com](http://www.memorialchasecia.com) .

### **Monthly Invoices**

The monthly invoices and association checks were presented, reviewed, and approved.  
*8/11/2022 From previous month, we were holding one check for attorney, pending information from Drew. Was this resolved? Yes, it has been resolved per President Fontana.*

## Old Business

**Pool Decking post Replacement-** One of the posts on the covered table area in the pool has a post which is rotted. Drew will seek quote for replacement and advise cost. Work is required to occur prior to the pool party. 5/12/2022- Drew will follow up with vendor to get repair completed before pool party. Vendor did not complete review of post. Will contact for information. Repair was done locally. 7/14/2022 *Still pending.* **8/11/2022 no response to date, so we will hold this matter until after the pool is closed. At that time we will get an estimate on the deck, back fence and post for repair/replacement.**

**Home Sales Notifications-** Board needs to know the process Sterling has in place for handling. Might want to consider WELCOME PACKAGE. 7/14/2022 *Still pending.* **8/11/2022 Sterling is advised of home sales when the title is received from the mortgage company.**

**Short Term Leasing (Home use wording)-** Drew will be contacting Attorney regarding resolution for 'home use.' 6/9/2022 still working with attorney to document. 7/14/2022 *Have document, approved by board, to be signed and notarized for submission to Drew this weekend ( 7/16/22) to complete steps to add to the homeowner association bylaws.* **8/11/2022 Form to modify guide for short term rentals is still at the attorney for review.**

## New Business

**Residents' Concerns-** All resident concerns must be emailed to the association website for handling.

**Closing Cost-** there is a fee assessed at closing if the homeowners association is unable to confirm residence. All questions regarding this process should be addressed to the association management company.

**Back to School Pool Hours-** Now that school is back in session the pool will only be open on the weekends and will close after the Labor Day holiday.

**New Website**—possible move next year to a new website company, board will determine future pricing.

## Next Meeting Scheduled

September 8, 2022 @ 7:00pm – Fire Station 9755 Landry

## Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:21pm.

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Celene Keserich, Secretary