

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

**August 13, 2015
Fire Station – 9755 Landry**

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:04p.m. Board members in attendance were Norma Avila, Linda Bengel, David Kopinitz and Celene Keserich. Drew from Sterling ASI and one resident were in attendance.

ADOPT 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 of the July 9, 2015 meeting were reviewed and approved with changes made by Celene Keserich.

MANAGEMENT REPORT

Financial–The board reviewed the financial report for the month ending July 31, 2015. We were advised that we have \$28.51 in the Randall's Share program.

Collections–The board reviewed the current status of the past due accounts as of July 31, 2015. Certified letters have been sent on all past due accounts. The Sixteen past due accounts will now be sent to the attorney and one account is being placed on a payment plan as required by law (209 letter).

Deed Restriction Report–A review of the area will be completed and letters will be sent out to residents as needed for the various restrictions noted.

ACC Applications–There were three ACC application(s) to review/approve. Three were approved and one is pending further information to be obtained from the resident by Drew from Sterling Mgmt. Residents are reminded that ACC forms must be submitted and approved prior to starting any projects. ACC forms should be submitted with all the required information including color samples. Forms are available online at www.memorialchasecia.com.

Monthly Invoices–The board reviewed the monthly invoices and signed the association checks for their payment.

OLD BUSINESS

Playground area & Tennis/Basketball Courts– Court fence quotes are being obtained due to the damage in the area. Posts and section that court and pool share will be replaced. Drew from Sterling Mgmt. to set up appointment for quote. In addition, new FHA law does not allow 'adult swim time'. Guards are required a ten minute break every hour, we are looking

into the staggering of those breaks for more resident pool time.

A REMINDER TO RESIDENTS: Please contact the Sherriff's office if you suspect/see any vandalism or after hours entering in the Pool or Court area.

Courts are currently 'locked down' due to the damage of the fence from the court area to the pool area. Bids have been obtained and the Board agreed to proceed with Option #2 which includes fence, posts, bottom rod and barbed wire on the 107 feet that divides the pool and court area. Drew will be in contact with the contractor to handle.

Attorney Invoices- Drew will be checking with the attorney who handles our collections. We have reviewed invoices submitted to the Board that should have been handled differently.

Drew will invite the attorney to the meeting to discuss proper handling of invoicing. The attorney is currently on vacation and will be contacted by Drew when he returns.

NEW BUSINESS

none

NEXT MEETING SCHEDULED September 10, 2015 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 7:25 p.m.

Celene Keserich, Secretary