

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

September 8, 2016

Fire Station – 9755 Landry

CALL TO ORDER

Celene Keserich, called the meeting to order at 7:00 p.m. Board member in attendance was Norma Avilia. Drew from Sterling ASI was also in attendance.

ADOPTA AGENDA

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

HOMEOWNER/GUEST INPUT

None.

APPROVAL OF MINUTES

The minutes were approved.

MANAGEMENT REPORT

Financial – The board reviewed the financial report for the month ending August 31, 2016. Drew advised we are currently under budget for the year.

Collections – The board reviewed the current status of the past due accounts as of August 31, 2016. There was one item in question regarding change in ownership and handling. Drew advised that the management company was undergoing some staffing change and the update was missed. Sterling Mgmt. is assuming responsibility and is having the current owner billed for the association 2016 fees. The lawyer handling has also been advised.

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 was one ACC application(s) to review/approve, it was 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.

Monthly Invoices - The board reviewed and approved the monthly invoices and association checks for their payment. Drew advised that at this time some bills were still outstanding and those will be handles and sent to the president for signing.

OLD BUSINESS

Court Usage Modification – To prevent possible injury the basketball goal that is near the pool deck will be closed during the times that the pool is open. Residents can continue to use the court opposite the pool area while the pool is open. Both goals can be used when the pool is closed. We received a bid to add aluminum poling to the bottom of the fence for additional

security. The bid was for \$3,310.75. The Board agreed to move forward with the repair in order to secure the pool and court area based on recent unauthorized 'break-ins' to the court area. Court repairs have been completed.

Mosquito Spraying – The board approved one additional spray of the neighborhood each week for the next four weeks in an effort to address the mosquito in the area. The Board has approved spraying for an additional month due to water in the area.
9/8/2016 Drew is contacting again to confirm spraying.

Common Area Fence Damage – Emergency repairs were made to the pool fencing which was found when several people were found in the pool area. The court fencing was also found when a large group was inside the fenced courts and found not to have key access. HC Precinct 4 was contacted and responded to the Common Area. The non MCCA residents were advised that they were trespassing and they were not allowed in the locked courts. Access to the courts are for those MCCA residents that have been issued a key to the courts. MCCA residents cannot be a guest to other MCCA residents and allowed access to the courts. All MCCA residents must enter the court with their issue key. Key information is available online and keys will be collected from any resident that is found to abuse and or fail to follow the court guidelines. We are pursuing quotes for galvanized pipe at the bottom of three sides of the tennis/basketball court. In addition we are going to complete pool repairs to the pool and deck expansion joints for the cost of \$1,800. (See Old business court usage for additional update.) Phone expense costs at the pool have increased. Alternatives are being considered. One of which is to provide upgraded security/phone system at/around the pool/court area. Bids will be sought and consideration by the Board will be handled.

Trash Service – Republic Service representative attending the meeting to discuss the current service and the issue of trash cans and recycle bins being left in the streets after they are emptied. HC WC ID 119 holds the contract for trash and recycling the Memorial Chase. The representative advised that she would check into the issue and could be contact if any issues come up. Residents that need a recycling bin can contact MCCA and we can work to get a bin dropped off. Since discussion monitoring has been done and cans continue to be left in the street and not on the sidewalk or driveway. Memo and photos have been sent to Republic to review. We will continue to monitor during pick up days of 7/15/2016 and 7/19/2016 and follow up if needed.

ACC form handling- It was again discussed that all ACC forms must have samples submitted with work i.e. paint color swatch, roof shingle sample, etc. The ACC form process is: forms are submitted and reviewed at the monthly board meeting; they are then approved or not approved based on information presented; the management company will send a letter to the resident; both the board and the management company will retain a copy of the information approved by the board.

NEW BUSINESS

Back to school Hours- Pool- Starting on August 20, 2016 the pool will be open on weekends only. The pool will be open for the Holiday on September 3, 4, and 5 , 2016. The pool is closed for the season on September 6, 2016. Pool work to joint cracks has been completed.

Pool Phone/Security System- As mentioned in the common area damage business, the board is considering a security system to the pool/court area. This in combination with the increasing phone costs (required at the pool for emergencies) may be beneficial and cost effective. Currently getting quotes which will be considered. One received is showing \$3743.16 for a complete commercial grade security system. We are waiting for additional quotes. Current coverage is being kept while we seek other options.

Damage to mail boxes- Recent damage to mail boxes on Southleigh have prompted our management company to send a request to the post office to repair/replace the damaged boxes. Our board president will also hand carry a copy of the letter to the postmaster with a request to repair/replace. More to follow on decision. Majority of the boxes have been replaced, however some still have damage. Drew advised that initial letters were sent to the Post Office however, he suggests that someone go to the post office and talk to the Post Office General to repair remaining damage.

2017 Budget- We will review the budget for approval at the next meeting. We did not have a quorum to approve.

NEXT MEETING SCHEDULED October 13, 2016 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 7:20 p.m.

Celene Keserich, Secretary