

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

September 9, 2010

Fire Station 33 – 9755 Landry

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:00 p.m. Board members in attendance were Linda Benge, Jill Chumley, Kim Cluff and Celene Keserich. Drew Jones with Sterling Association Services, Inc and one resident were 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 minutes of the August 12, 2010 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending August 31, 2010.

Collections – The board reviewed the current status of all past due accounts as of August 31, 2010. Drew confirmed that accounts were being billed to the homeowners current address and that outstanding items less than \$100 were sent an invoice for payment.

Deed Restriction Report – The board reviewed the monthly deed restriction report. Letters will be mailed as needed to address deed restrictions.

ACC Applications –

There were no ACC applications to review/approve. 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

Play Area Mikel replaced two swings. He has also ordered additional two swings for replacement.

Annual Audit The annual audit was reviewed by board members. The board asked Drew to clarify two items with the auditor: what is considered 'real property' and to advise that the association did have a reserve study done several years ago. As of this meeting, Drew was asked to re-send some information to the auditor for review, but does not yet have a response.

Security Contract Consideration of continuation of the security contract with Precinct 4 has to be reviewed. A neighboring Homeowner Association is discontinuing service. The Board needs to determine how this will effect future cost and fees. Updated info indicates another association may enter to replace the outgoing association. As additional info in received, consideration will be reviewed.

Budget Drew indicated that budget considerations need to be started for 2011 Association Fee determination. This information will be available at the October meeting.

NEW BUSINESS

Monthly Invoices In order to assure that the grounds keeping costs are within line; Drew will seek additional landscapers to bid on association grounds upkeep.

NEXT MEETING SCHEDULED October 14, 2010 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 7:21 p.m.

Celene Keserich, Secretary