

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

**September 10, 2015
Fire Station– 9755 Landry**

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:10 p.m. Board members in attendance were Linda Benge, and Celene Keserich. Drew from Sterling ASI and three residents were in attendance.

ADOPTA GENDA

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

HOMEOWNER/GUEST INPUT

One resident in attendance asked for review of outstanding association fees.

APPROVAL OF MINUTES

The minutes of the August 13, 2015 meeting were reviewed and approved.

MANAGEMENT REPORT

Financial–The board reviewed the financial report for the month ending August 31, 2015.

Collections–The board reviewed the current status of the past due accounts as of August 31, 2015.

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. 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 all but one (Sterling Management additional expense check which included Welcome Letters) association checks for their payment.

OLD BUSINESS

Playground area & Tennis/Basketball Courts–The court/pool fence has been replaced. Court is now open to key holding residents. We will be purchasing two new basketball nets. The pool is now closed for the season.

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.*

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. We will continue to request attorney input on the items in question.

NEW BUSINESS

2016 BUDGET- Budget draft is completed and was presented to Drew. Proposal is to keep the association fees at the same amount for 2016.

HOMEOWNERS ASSOCIATION LAW- A review of the latest association laws indicates that back-up generators are to be allowed. Drew is securing written guidelines. We are in line by requesting an ACC form for installation and requiring it must meet guidelines.

NEXT MEETING SCHEDULED October 8, 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 7:40 p.m.

Celene Keserich, Secretary