

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

**September 12, 2013  
Fire Station-9755 Landry**

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**CALL TO ORDER**

President Mikel Fontana called the meeting to order at 7:02 p.m. Board members in attendance were Norma Avila and Celene Keserich. Drew from Sterling 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**

No homeowner input.

**APPROVAL OF MINUTES**

The minutes of the August 8, 2013 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, 2013.

**Collections** – The board reviewed the current status of all past due accounts as of August 31, 2013.

**Deed Restriction Report** – A review of the area was done- various lawn care, trailers and visibly stored items were noted. Letters will be sent to residents as needed.

**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](http://www.memorialchasecia.com).

**Monthly Invoices** - The board reviewed the monthly invoices and signed the association checks for their payment. Drew will investigate the Management charge for “Welcome Packages” listed.

## **OLD BUSINESS**

**Large Vehicles in the Neighborhood-** We had enough signatures for the affidavit; however Harris County Precinct 4 has declined our request. They indicate that the entire neighborhood: both MCCIA and MCHOA signatures are required. We will approach MCHOA to see if they would like to pursue signatures now that we have received the documents back from Harris County Precinct 4 offices. The affidavit request was for signs to be posted to restrict vehicles 26,001 lbs. from parking in the neighborhood from 10pm-6am.

**2014 Budget-** The board reviewed and approved the budget for 2014.

**Association Audit-** Last audit conducted for the association was in 2009. With an audit being recommended every 4 years, the Board has agreed to have an audit performed on the 2013 calendar year. Request to perform audit signed by President Fontana.

## **NEW BUSINESS**

**2013 Pool Season -** The 2013 pool season usage will be reviewed after September 2 to see if any changes should be made to the pool hours/days for 2014. The information has been received and will be compiled for the next meeting to be reviewed by the Board. We are also asking that Drew question the pool service in regard to: Warranty information (dates) and discoloration/wear on the floor of the pool at the shallow end.

**Common Area Improvements-** Tennis/Basketball Court: Drew has been asked to seek quotes on cyclone fence replacement to the north and south ends of the court due to post erosion and general wear. Playground Area: Drew has been asked to obtain quotes for border replacement (to include removal, materials and installation).

**Certification Review** – There are updated laws for management certification, these are being reviewed by the Board and discussion will take place at the next meeting if there are any concerns.

**NEXT MEETING SCHEDULED October 10, 2013 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 7:42 p.m.

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Celene Keserich, Secretary