

# Minutes Of the Monthly Meeting of The Memorial Chase Community Improvement Association Board of Directors

October 12, 2023

Fire Station 9755 Landry

## Call To Order

Mikel Fontana, President called the meeting to order at 7:00pm. Board members in attendance were Norma Avila, David Kenney and Celene Keserich. Drew from Sterling ASI was not in attendance.

## Adopt Agenda

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

## Homeowner/Guest Input

One homeowner attended the meeting.

## Approval of Minutes

The September 14, 2023, monthly board meeting minutes were approved as presented.

## Management Reports

### Financial

The board reviewed and approved the financials for September 2023.

### Collections

There are a total of twelve accounts that the attorney is now overseeing.

### Deed Restrictions

Neighborhood was reviewed and letters sent. Twenty-two letters were sent, one has been referred to the attorney.

### **ACC Applications**

Four ACC applications was submitted for review:

9107 Southleigh – roof- approved.

17007 Highworth – windows – approved.

17004 Kirkchapel- solar panels – approved

17010 Boyton- roof-approved.

All ACC forms are required to be submitted with all the required information including actual color samples (if required) **prior** to any work being started or scheduled. ACC forms are available online at [www.memorialchasecia.com](http://www.memorialchasecia.com) . Forms should be completed and submitted by the homeowner, not a third party. This ensures the request for work to be done is approved by the homeowner.

### Monthly Invoices

The monthly invoices and association checks were reviewed and processed by the board.

The pool check was coded incorrectly, Drew was advised via email to have accounting make the correction.

## Old Business

**Water restrictions-** HC WCID 119 has placed water restrictions for the neighborhood. Residents should refer to the water districts web site regarding the current restrictions in place.

**Assessment Billing Process-** Drew provided President Fontana with a high-level review of the process which will be discussed at next month's meeting.

## New Business

**2024 Budget Planning-** A review of income and expenses was done by the Board, based on the numbers presented, the Board voted to keep the assessment at \$375 again for 2024 and approve the 2024 budget as presented. (A vote was held with a motion to accept and all agreed.)

## Next Meeting Scheduled

November 9, 2023 @ 7:00pm – Fire Station 9755 Landry

## Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:17 pm.

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Celene Keserich, Secretary