

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

October 13, 2011

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 Norma Avilas, Linda Bengé, and Celene Keserich. Drew Jones with Sterling Association Services was not available for the meeting. One resident was 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 September 8, 2011 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending September 30, 2011.

Collections – The board reviewed the current status of all past due accounts as of September 30, 2011. Letters have been sent on these accounts and forwarded to the attorney.

Deed Restriction Report – The neighborhood inspection shows limited needs. The recent conditions have made the lawns dry and not much growth has occurred.

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

Budget Planning 2012-The association dues will remain the same for next year based on expenses.

Security Contract Renewal- The Security contract will be renewed based on information presented to the board.

Pool Needs- The slide needs to be repaired or removed. The mats on the deck need to be replaced and the deck boards need to be replaced. These items will be considered for repair/replacement during the off season.

NEW BUSINESS

Association Dues- Bills are being sent out by Sterling Management to residents. The option for three payments is still being offered.

HOA Law Changes- We are complying with majority of the changes listed. We will have to incorporate payment options immediately when dues are not paid by due date.

Audit Review-Drew advised that audits for a subdivision of our size should occur every three years. This is based on bills and expenses.

NEXT MEETING SCHEDULED November 10, 2011 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 7:36 p.m.

Celene Keserich, Secretary