

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

**October 13, 2016**

**Fire Station – 9755 Landry**

**CALL TO ORDER**

Mikel Fontana, President, called the meeting to order at 7:04 p.m. Board members in attendance were Celene Keserich, Norma Avila, and Anne Allen. Rosie Ryals from Sterling ASI was in attendance.

**ADOPTA AGENDA**

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

**HOMEOWNER/GUEST INPUT**

None.

**APPROVAL OF MINUTES**

The minutes were approved.

**MANAGEMENT REPORT**

**Financial** – The board reviewed the financial report for the month ending September 20, 2016.

**Collections** – The board reviewed the current status of the past due accounts as of September 30, 2016. There are eight accounts due with four being paid and one on a payment plan. We revisited one item in question regarding change in ownership and handling. Drew previously advised that the management company was assuming responsibility and is having the current owner billed for the association 2016 fees. The lawyer handling has also been advised. In addition, the Board approved to a \$500 expense to proceed to the next step with the attorney on one account.

**Deed Restriction Report** – A review of the area has been completed and letters will be sent out to residents as needed for the various restrictions noted.

**ACC Applications** – There were no one ACC application(s) to review/approve, it was approved. All ACC forms must be submitted with all the required information including color samples before any work begins. Forms are available online at [www.memorialchasecia.com](http://www.memorialchasecia.com).

**Monthly Invoices** - The board reviewed and approved the monthly invoices and association checks for their payment. There was one Management company item that was not signed as additional information was needed to match the expense. (Rosie will return to Drew to handle.)

**OLD BUSINESS**

**Mosquito Spraying** – The board approved one additional spray of the neighborhood each week for the next four weeks in an effort to address the mosquito in the area. The Board has approved spraying for an additional month due to water in the area. 9/8/2016 Drew is contacting

again to confirm spraying. 10/13/2016 - Spraying will continue into November 2016. There was a report regarding the truck safety and Drew will handle that issue.

**Back to school Hours- Pool-** Starting on August 20, 2016 the pool will be open on weekends only. The pool will be open for the Holiday on September 3, 4, and 5, 2016. The pool is closed for the season on September 6, 2016. Pool work to joint cracks has been completed.

**Pool Phone/Security System-** As mentioned in the common area damage business, the board is considering a security system to the pool/court area. This in combination with the increasing phone costs (required at the pool for emergencies) may be beneficial and cost effective. Currently getting quotes which will be considered. One received is showing \$3743.16 for a complete commercial grade security system. We are waiting for additional quotes. Current coverage is being kept while we seek other options. 10/13/2016- Still waiting for additional bids.

**Damage to mail boxes-** Recent damage to mail boxes on Southleigh have prompted our management company to send a request to the post office to repair/replace the damaged boxes. Our board president will also hand carry a copy of the letter to the postmaster with a request to repair/replace. More to follow on decision. Majority of the boxes have been replaced, however some still have damage. Drew advised that initial letters were sent to the Post Office however, he suggests that someone go to the post office and talk to the Post Office General to repair remaining damage. 10/13/2016- The boxes are in working order now.

## **NEW BUSINESS**

**2017 Budget-** We will review the budget for approval at the next meeting. We did not have a quorum to approve. The Budget was approved with votes being received via email from Board members.

**NEXT MEETING SCHEDULED November 10, 2016 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 7:22 p.m.

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Celene Keserich, Secretary