

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

October 13, 2022
Fire Station 9755 Landry

Call To Order

Mikel Fontana, President called the meeting to order at 7:01pm. Board members in attendance were Norma Avila, Linda Benge, David Kenney and Celene Keserich. Drew from Sterling ASI was also in attendance.

Adopt Agenda

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

Homeowner/Guest Input

None

Approval of Minutes

The September 9, 2022 monthly board meeting minutes were approved as presented.

Management Reports

Financial

The board reviewed the financial reports for September 2022.

Collections

There are seven past due 2022 accounts. There are eight accounts at the attorney. (6 pending and 2 on payment plans.

Deed Restrictions

An inspection of the area will be completed. Letters will be sent.

ACC Applications

Two ACC applications were submitted for review and approved:

17027 Fenny Bridge- Solar Panels – Approved

9114 Kirkleigh – Windows - Approved

All ACC forms are required to be submitted with all the required information including actual color samples (if required) before any work is scheduled. ACC forms are available online at www.memorialchasecia.com .

Monthly Invoices

The monthly invoices and association checks were presented, reviewed, and approved except for check 6696 which was voided as it was a duplicate. In addition, check 6702 is being held waiting for funds distribution sheet to validate payment to the attorney. Also check 6697 still has not documentation to confirm payment. President Fontana advised Drew that many errors are being made with bookkeeping and ask that he alert new office personnel of these occurrences and be responsible for review of items presented in the future.

Old Business

Pool Decking post Replacement- One of the posts on the covered table area in the pool has a post which is rotted. Drew will seek quote for replacement and advise cost. Work is required to occur prior to the pool party. 5/12/2022- Drew will follow up with vendor to get repair completed before pool party. Vendor did not complete review of post. Will contact for information. Repair was done locally. 7/14/2022 *Still pending.* 8/11/2022 *no response to date, so we will hold this matter until after the pool is closed. At that time, we will get an estimate on the deck, back fence, and post for repair/replacement.* 9/8/2022 *Decision made to wait another month and reevaluate how to proceed with repairs.* **10/13/2022 Pool related items will be dealt with after the first of 2023.**

Short Term Leasing (Home use wording)- Drew will be contacting Attorney regarding resolution for 'home use.' 6/9/2022 still working with attorney to document. 7/14/2022 *Have document, approved by board, to be signed and notarized for submission to Drew this weekend (7/16/22) to complete steps to add to the homeowner association bylaws.* 8/11/2022 *Form to modify guide for short term rentals is still at the attorney for review.* 9/8/2022 still at attorney for review. **10/13/2022 Still waiting for filing.**

New Business

2023 Budget Planning – The budget was presented and approved by the Board. The association fee remains at \$375.

Payment Plan Fee Schedule- The Association has two payment plans: 3-month plan or a 4 month plan. Both plans require a \$40 prepayment and a \$10 monthly monitoring fee.

Next Meeting Scheduled

November 11, 2022 @ 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 7:48pm.

Celene Keserich, Secretary