

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

November 9, 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, Sanga Kuykendall 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

No homeowners attended the meeting. Michael O'Neal, association attorney was in attendance.

Approval of Minutes

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

Management Reports

Financial

The board reviewed and approved the financials for October 2023.

Collections

There are a total of nine accounts that have been turned over to the attorney.

Deed Restrictions

Neighborhood was reviewed and letters sent. One has been referred to the attorney.

ACC Applications

Three ACC applications was submitted and approved:

17009 Kirkchapel – fence- approved.

17026 Boyton Lane – fence – approved.

17010 Fenny Bridge- brick repairs – approved

Monthly Invoices

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

President Fontana advised Drew of the continued errors we are seeing with invoices and payments and request that this be elevated to upper management for resolution.

Old Business

Assessment Billing Process- Drew provided a report showing the annual assessments for 2024 that were mailed out. This process was reviewed with the association attorney to confirm we are following the required steps for any collections.

New Business

Balance Forward Showing On Sterling Invoices- Drew will provide details to the board on why there continue to show an balance forward on the monthly invoices when all invoices have been paid and confirmed.

Attorney Report To The Board – The association attorney provided the board with an update of the current accounts that his office is currently working. He provided a high-level recap of the process of any account that is turned over for collections.

Landry Park Maintenance - Mikel presented to the board a request for MCHOA on funding some park maintenance on the Landry park. The board reviewed the costs, 2023 budget and determined that there were not funds budgeted and or available at this time.

Next Meeting Scheduled

December 14, 2023 @ 7:00pm

Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:55 pm.

Celene Keserich, Secretary