

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

**November 10, 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, Kim Cluff and Celene Keserich. Drew Jones with Sterling Association Services and 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 October 13, 2011 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending October 31, 2011.

Collections – The board reviewed the current status of all past due accounts as of October 31, 2011.

Deed Restriction Report – The board reviewed the monthly deed restriction report. Letters will be mailed as needed to address deed restrictions.

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

Security Report- The monthly security report was reviewed by the board members.

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.

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

NEW BUSINESS

HOA Law Changes/2012 Payment plan for unpaid association dues- 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. Drew to get additional information from lawyer in order to comply.

Common Area- Mikel advised that updates were made to the playground area. Trees cut, fence boards replaced and some general clean up were done.

NEXT MEETING SCHEDULED December 8, 2011 at the home of Linda Benge on Kirkchapel.

ADJOURN

With no further business to come before the board, a motion was made, seconded and passed unanimously to adjourn at 7:38 p.m.

Celene Keserich, Secretary