

**Minutes Of The Regular Meeting Of The Memorial Chase Community  
Improvement Association Board Of Directors**

**November 12, 2020  
Remote Meeting**

**Call To Order**

Mikel Fontana, President called the meeting to order at 7:00pm. Board members in attendance were Norma Avila, Linda Benge, David Kenny 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**

Kimberly Schiller express interest in joining the board to support her community.

**Approval of Minutes**

The October 2020 monthly board meeting minutes were approved.

**Management Reports**

**Financial**

The board reviewed the financial reports for October 31, 2020.

**Collections**

Twelve 2020 accounts out of the total 235 are in review. Ten are currently being handled by the association attorney.

**Deed Restrictions**

A review of the area will be completed, and letters will be mailed out as needed.

**ACC Applications**

Three application were submitted for review:

17126 Kirkchapel – fence stain – approved

9310 Bampton – patio cover installation – approved

9302 Southleigh Drive – fence replacement – approved

All ACC forms are required to be submitted with all the required information including actual color samples (if required) before any work begins. ACC forms are available online at [www.memorialchacecia.com](http://www.memorialchacecia.com) .

**Monthly Invoices**

The board reviewed and approved the monthly invoices and association checks. Drew will follow up and provide details at the next meeting on the \$25 charges for address changes and attorney referral fees.

## **Old Business**

### **Missing Payments**

Three payments are still pending from the five September payments that were lost in the mail. Attorney O'Neill continues to work with the residents on replacing the lost payments. These accounts have been added back to the attorney report.

### **Pool Plastering/Repairs**

Based on observation; a quote is being requested for replating the pool. In addition drain covers may be necessary for recertification. Southwest pools provided a bid for \$19,200 which the board approved. Additional repairs of the coping stones around the baby pool will also be done based on board approval. Work is currently in process and a water meter has been approved for using the hydrant to fill the pool.

### **Covid-19 Impact**

To comply with current State and local restrictions and guidelines the courts will have limited access until further notice. Limits have been posted at the entrance of the courts and will be monitored to ensure compliance. Residents with keys to the court area will be allowed usage, maximum 4 residents limit on basketball courts and 2 residents limit on the tennis courts. Currently no guest are allowed, and limits must be adhered to or court privileges and access will be revoked.

### **Pool Area Repairs**

Bids are being requested for a shed in the pool area to store chairs and pool items. In addition, bids for new bathroom doors are being requested. Bid(s) have been received approved for the shed and bathroom door replacements. Installation of the pool doors and shed are in progress and or have been scheduled.

### **ACC Form Revision**

The update to the current ACC form which will include the clarification of some requirements is still pending. Once the updates are completed the board will review the new form and it will be posted on the association web site.

## **New Business**

### **Open Board Position**

The board discussed Kimberly Schiller filling the current open board position. A motion was made, seconded and passed unanimously to fill the current open board position.

## **Next Meeting Scheduled**

**December 10, 2020 @ 7:00pm location to be announced.**

## **Adjourn**

With no further business to come before the board, a motion was made, seconded and passed unanimously to adjourn at 7:28pm.