

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

**November 14, 2013**

**Fire Station-9755 Landry**

---

**CALL TO ORDER**

President Mikel Fontana called the meeting to order at 7:04 p.m. Board members in attendance were Linda Bengé, David Kopinitz and Celene Keserich. Drew from Sterling and one resident were 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 10, 2013 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, 2013.

**Collections** – The board reviewed the current status of all past due accounts as of October 31, 2013. Drew will check into one item in regard to legal fees which are outstanding.

**Deed Restriction Report** – A review of the area was done. Letters will be sent to residents as needed. Drew will follow up on one item which is currently at the attorney.

**ACC Applications** – There were two 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](http://www.memorialchasecia.com).

**Monthly Invoices** - The board reviewed the monthly invoices and signed the association checks for their payment. Drew will discontinue sending “welcome packages”. We may consider these packages in the future based on account status information they contain.

## **OLD BUSINESS**

**Common Area Improvements-** Tennis/Basketball Court: Drew is still seeking quotes. Playground area: the tubing has been removed and the new border will be put in on Monday, November 18, 2013. In the meantime, the playground area has been 'caution taped' and signs have been put up indicating the area is closed for repair.

**2013 Pool Season –** The 2013 Pool usage will be reviewed soon to see if any changes should be made to the pool hours in 2014. Drew is still following up on the pool service warranty and pool discoloration.

**2014 Payment Coupon-** The 2014 payment coupons have been mailed by the management company to residents.

**Certification Review/Association Filing-** There are updated laws for management certification, these have been reviewed by the Board. The attorney will handle the fee involved.

## **NEW BUSINESS**

**Annual Meeting Changes 2014-** The board discussed the changes for 2014 and we will comply with the updates.

**Board Approval Prior to Notification/Information is sent to MCCA Resident-** The Board reiterated to Drew that all notifications must be approved by the Board prior to the management company's mailing.

**NEXT MEETING SCHEDULED December 12, 2013 at the home of Celene Keserich, 9111 Southleigh.**

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