

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

November 9, 2017

Fire Station - 9755 Landry

CALL TO ORDER

Mikel Fontana, President, called the meeting to order at 7:04 p.m. Board members in attendance were Celene Keserich and Norma Avila. Drew from Sterling ASI and one homeowner were in attendance.

ADOPTA 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 were approved.

MANAGEMENT REPORT

Financial— The board reviewed the financial report for the month ending October 31, 2017. The financials look good.

Collections— The board reviewed the status of the ten (10) past due accounts as of October 31, 2017 that are being handled by the attorney.

Deed restriction Report— A review of the area will be completed and letters will be sent to owners as needed for the various restrictions noted.

ACC Applications— There were no forms submitted:

All ACC forms must be submitted with all the required information including color samples before any work begins. Forms are available online at www.memorialchasecia.com.

Monthly Invoices - The board reviewed and approved the monthly invoices and association checks for their payment.

OLD BUSINESS

Bathroom Fixture Update Lights have been replaced in both bathrooms. Board is also looking into toilet replacements in both baths. More to follow. AWAITING QUOTES. NO ACTION AT THIS TIME

Common Area Security System - The board requested that the association attorney be contact regarding the installation of an updated camera system in an effort to prevent damage to the common area. HAVE RECEIVED INFORMATION FROM THE ATTORNEY ON RIGHTS/CONSEQUENCES OF RECORDING--TO BE CONSIDERED. NO ACTION AT THIS TIME.

Pending Account Status/Attorney Invoice- One check from last month was returned for back up information, Drew secured info and presented to President for signature. All is complete.

Pest Spraying- Drew will contact our provider to begin spraying two times a week and will confirm that this will continue through contract which ends November.

NEW BUSINESS

Security Concerns – The Board discussed the concerns submitted. In addition, we have been advised by the Precinct 4 that patrols are based on reported crimes/incidents. So, please report all incidents to 911. Also, the board is researching the cost for patrol in our area.

Monthly invoices- Any missing invoices for regular payment should have a check produced with follow up to President & contactor for invoice.

NEXT MEETING SCHEDULED December 14, 2017 with location to be determined.

ADJOURN

With no further business to come before the board, a motion was made, seconded and passed unanimously to adjourn at 7:42 p.m.

Celene Keserich, Secretary