

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

December 8, 2011

The home of Linda Benge on Kirkchapel

CALL TO ORDER

President Mikel Fontana called the meeting to order at 7:00 p.m. Board members in attendance were Norma Avila, Linda Benge, Kim Cluff and Celene Keserich. Drew Jones with Sterling Association Services and two residents 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 November 30, 2011 meeting were reviewed and approved as presented.

MANAGEMENT REPORT

Financial – The board reviewed and approved the final financial report for the month ending November 30, 2011.

Collections – The board reviewed the current status of all past due accounts as of November 30, 2011. Drew will review questions in regard to the legal fee entry listing and several items that still show 'due' but are on attorney report as paid.

Deed Restriction Report – Limited growth of grass and recent inclement weather has kept restrictions low. A review will be done this weekend weather permitting.

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.

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

Reserve Study- The current reserve study will be reviewed at a later board meeting.

NEW BUSINESS

Security Contract – we are requesting a breakdown of the amount we are being requested to pay monthly. Otherwise, the contract is acceptable.

Year end closing- the board reviewed monthly invoices and account status to insure that all 2011 accounts are current and posted correctly.

HOA Law Changes/2012 Payment plan for unpaid association dues- Questions regarding changes in the law continue to be posed to the lawyer via the Drew (Sterling Management) to be sure that we are in compliance.

2012 Annual Home Owners Meeting-- the board reviewed the suggested letter and ballot. Corrections were suggested to be made to the documents. The meeting will be held on February 9, 2012 at 7pm at the Fire House on Landry.

NEXT MEETING SCHEDULED January 12, 2012 at the Fire Station on Landry.

ADJOURN

With no further business to come before the board, a motion was made, seconded and passed unanimously to adjourn at 7:43 p.m.

Celene Keserich, Secretary