

Minutes Of the Monthly Meeting of The Memorial Chase Community Improvement Association Board of Directors

December 8, 2022
Fire Station 9755 Landry

Call To Order

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

None

Approval of Minutes

The November 10, 2022, monthly board meeting minutes were approved as presented.

Management Reports

Financial

The board reviewed and approved the financials for October and November 2022.

Collections

There are ten past due 2022 accounts that are being processed by the Association Attorney

Deed Restrictions

An inspection of the area will be completed. Letters will be sent as required.

ACC Applications

No ACC applications were submitted for review.

All ACC forms are required to be submitted with all the required information including actual color samples (if required) before any work is scheduled. ACC forms are available online at www.memorialchasecia.com.

Monthly Invoices

The monthly invoices and association checks were reviewed and processed by the board.

Old Business

Monthly Billing – Sterling ASI needs to make sure they provide the monthly charges for review prior to a check being issued. Checks should also be issued for the monthly expenses each month.

Short Term Leasing (Home use wording)- Document has been filed and posted on the association web site as required.

New Business

Outstanding Sterling ASI Invoices / Charges- The board is reviewing some outstanding changes from Sterling ASI and working with Drew to provide the needed backup for specific charges.

Outstanding Sterling Checks- Mikel requested Drew to follow up on several checks made payable to Sterling ASI that have not cleared the association bank account.

MCCIA Tax Statements – Mikel requested Drew to provide copies of the MCCIA annual tax statements that are sent directly to Sterling ASI. Drew provided the statement at the meeting and checks were available to sign to pay the tax bills.

Next Meeting Scheduled

January 12, 2023 @ 7:00pm – Fire Station 9755 Landry

Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:35pm.

Celene Keserich, Secretary (Mikel Fontana)