

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

December 9, 2021  
Fire Station on Landry

## **Call To Order**

Mikel Fontana, President called the meeting to order at 7:08pm. Board members in attendance were Norma Avila, Celene Kesperich, Sanga Kuykendall 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 11, 2021, monthly board meeting minutes were approved as presented.

## **Management Reports**

### **Financial**

The board reviewed the financial reports for November 30, 2021 which look good.

### **Collections**

No new actions to be taken on existing accounts at this time. Eleven accounts are past due and nine are at the attorney for handling. We have already received forty payments toward 2022 assessments.

### **Deed Restrictions**

An inspection of the area will be completed, and letters will be mailed. There are still some outstanding issues to be followed up on.

### **ACC Applications**

One ACC application was submitted for review and approved:  
17005 Highworth Drive – Repair wood/Paint - APPROVED

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](http://www.memorialchasecia.com).

### **Monthly Invoices**

The board reviewed and approved the monthly invoices and associations checks with the exception of one check which needs to be reviewed for corrections. President Fontana will review and advise Drew of his findings. A reminder to Drew -- checks for Sterling services and corresponding fees (and backup) must be included monthly with the presented checks. November and December are currently outstanding.

## Old Business

### Pool /Pumps Water Leak

There is currently a water leak which may be coming from the pool piping and or equipment in the pump room. Additional inspection to be done to locate and repair the leak. Leak detection and repair being planned.

## New Business

### 2022 Annual Meeting

The Annual Meeting will be held at the Fire Station. More to follow.

## Next Meeting Scheduled

January 13, 2022 @ 7:00pm – Fire Station

## Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:26pm.

---

Celene Keserich, Secretary