

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

December 13, 2018

Home of Mikel Fontana

CALL TO ORDER

Mikel Fontana, President, called the meeting to order at 7:06 p.m. Board members in attendance were Anne Allen, Norma Avilas, Linda Benge, David Kenny, and Celene Keserich. Drew from Sterling ASI was in attendance and two residents were in attendance.

ADOPTA AGENDA

A motion was made, seconded and passed unanimously to adopt the agenda as presented.

HOMEOWNER/GUEST INPUT

Colin Kuykendall expressed an interest in being on the Board. A motion was made to add Mr. Kuykendall to the Board to replace David Kopintz, it was seconded and approved.

APPROVAL OF MINUTES- The minutes were approved.

MANAGEMENT REPORT

Financial- The board reviewed the financial report for the month ending November 30, 2018. The financials look good.

Collections- The board reviewed the status of the outstanding past due accounts as of November 30, 2018--total of three (3) outstanding.

Deed restriction Report- A review of the area is being completed and letters sent to owners as needed for the various restrictions noted.

ACC Applications- There were NO form(s) 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. Water bill for prior month is still to be reviewed-verify water usage or correction (Drew).

OLD BUSINESS

Common Area Improvements- The play area will require some new swing seats and review of slide walkway. 7.12.2018- quotes being obtained. Vandalism occurred and new hooks for the swings had to be replaced. Information is being reviewed regarding pricing. 7.12.2018- new swings and hooks ordered- awaiting receipt. Swings have been replaced. Also, play area modification needed on the slide structure- pending quote. We have received one quote. Seeking additional quotes. Drew will contact another vendor for quote 10.11.2018. Drew will make appointments for bids 11.8.2018. We have received two bids for the playground area-both include more work than we requested- one if for \$42,000 for full replacement and \$22,104 for partial replacement. The other is for \$23,923. We will be contacting each of them to restate our needs and discuss the requirements by law to ensure a fair and equitable bid is reviewed by the board. 12/13/2018

Additional Services Provided by Sterling ASI- No additional services will be added without Board review/approval.

2019 Annual Assessment Notification- The notice that was sent by Sterling ASI was not the Board approved notice. Any additional costs created by the unapproved notice will be the responsibility of Sterling ASI. President will discuss with Drew at next Board meeting.

NEW BUSINESS

Fire Station Construction- 2019 Meetings- The new fire station is under construction and we will be able to continue to use it for meetings.

NEXT MEETING SCHEDULED – January 10, 2019, 7pm, 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 7:29 p.m.

Celene Keserich, Secretary