

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

December 14, 2023
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, David Kenney, Anne Allen and Celene Keserich. 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

No homeowners attended the meeting.

Approval of Minutes

The November 9, 2023, monthly board meeting minutes were approved as presented.

Management Reports

Financial

The board reviewed and approved the financials for November 2023.

Collections

There are a total of nine accounts that the attorney is now overseeing.

Deed Restrictions

Neighborhood was reviewed and letters sent. One has been referred to the attorney.

ACC Applications

Six ACC applications was submitted for review:

17114 Highworth – (3 ACC Forms) generator/shed/windows- approved.

17030 Boyton – replace siding/trim/painting-pending samples

9206 Landry – room addition-denied as submitted

9107 Southleigh Dr. – gutters- approved

All ACC forms are required to be submitted with all the required information including actual color samples (if required) **prior** to any work being started or scheduled. ACC forms are available online at www.memorialchasecia.com . Forms should be completed and submitted by the homeowner, not a third party. This ensures the request for work to be done is approved by the homeowner.

Monthly Invoices

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

Old Business

None

New Business

ACC Form Review/Approval Process- All ACC forms are to be reviewed if they are submitted to Sterling ASI by a MCCIA resident to confirm they are on the correct form and have the required information when submitted. MCCIA homeowners can email the association directly if they have questions on if an ACC form is needed and or what is required. Email address is mccia@memorialchasecia.com ACC forms and information on requirements are available online at www.memorialchasecia.com .

Tree Working Pending @ Playground- The trees located in the park area are scheduled to be trimmed up the week of December 18th.

Next Meeting Scheduled

January 11, 2024 @ 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 7:19 pm.

Celene Keserich, Secretary