

MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

Minutes of a Regular Meeting of the Board of Directors

August 4, 2009

STATE OF TEXAS

COUNTY OF HARRIS

The Regular Meeting of the Board of Directors of the Memorial Northwest Homeowners Association, Inc., was held on August 4, 2009 at the Memorial Northwest Community Center located at 17440 Theiss Mail Route Road in Spring, Harris County, Texas, at the hour of 7:00 p.m. Board Members in attendance were as follows:

Craig Chaszar
Bill Burton
Sheila Hammons
Janet Hoffman
Van Cramer
Connie Shinaver

Dan Katz
Carmon Middleton
Cory Gale
Tom McCloud
Doug Raska
Eileen Koscho
Ryan Samson

Directors not in attendance is as follows:

Vince Glocksein

Debbie Redding

Also in attendance was Mrs. Eleanor Naremore, Stella Walleck of Consolidated Management Services, Ofcs. Chris Ecke and Ofc. Shaeffer.

Mr. Chaszar called the meeting to order and proceeded with the approval of the agenda. There being no changes, the agenda was approved as presented.

Mr. Chaszar then recognized Mr. Burton who introduced Ofc. Chris Ecke.

Ofc. Ecke presented the security report for the Association noting the burglaries of motor vehicles were down during the month but the incidents of criminal mischief were up. He went on to advise that some of the offenders of the criminal mischief were apprehended and were residents of another subdivision. He went on to report on the accidental shooting that had occurred during the month and the vandalism at the pool on the 4th of July.

Mr. Burton then advised that Ofc. Ecke would be leaving the subdivision as of August 28th. He went on to thank Ofc. Ecke for his service and presented him with a plaque in appreciation for his service to the subdivision. The meeting then briefly recessed to allow the members to visit with Ofc. Ecke and enjoy refreshments.

The meeting reconvened and Mr. Chaszar called for a motion to approve the minutes of the previous meeting of the Board. There being no corrections, Mr. Burton made the motion to approve the minutes with Mrs. Hoffinan issuing the second. The motion carried.

The meeting moved to homeowner input.

Mr. Dave Warne questioned if there was anything that the Board could do regarding the house on Atherington where the shooting had occurred. He was advised that this was beyond the Board's authority. Mr. Warne then suggested that the Board consider removing recycling from the trash service when the trash contract was renewed.

Mr. Ed Marek addressed the Board concerning problems with the trash service. There was then a brief discussion regarding the trash service. Ms. Walleck agreed to contact Republic Waste regarding the problems.

The meeting next moved to the Treasurer's report.

Mr. Cramer distributed the check register and went on to advise that the work on the tennis area was on schedule and that the committee had expanded the scope to encompass several minor items and also hired additional security for a few weeks. He went on to advise that the project was still under budget.

He then reported that the Association's collection rate was 95% and that the Association was still waiting on the refund from the IRS. He went on to advise that the revenues were lower due to the current economy, the fact that interest was practically non-existent on the reserved funds and the loss of the apartment rent. He next advised that the Association's expenses were basically on budget with some areas being over and others under.

Mr. Cramer then responded to questions regarding the checks. After the review of the check register, Mrs. Hammons made the motion to approve the checks for payment. The motion was seconded by Mr. Burton and carried.

Mrs. Naremore then advised that she had secured bids for the renovation of the subdivision sign at Champion Forest and Louetta. The bids had been provided by Water & Rock, and Hardman Signs. She went on to advise the scope of the work and the price provided by each contractor. After a brief discussion, Mr. Cramer suggested the sign renovation be considered at the same time as the proposed Champion Forest landscaping improvement project. The Board agreed.

Mr. Cramer next reported on behalf of the CCMC noting the projects that had been completed and advising that further discussion would be needed on the pillars for the front of the building.

He went on to advise that to replace the pillars would cost \$15,000.00. The repair of the pillars would be approximately \$3,600.00 and requested the Board approve up to \$4,000.00 for the repairs and painting of the pillars. The motion was issued by Mrs. Hammons, seconded by Mr. Burton and carried.

Mr. Cramer then advised that the Board needed to set priorities on the remaining projects that were under consideration. He went on to advise that the tennis repairs were about

\$12,000.00 under budget and also noted that the bids for the renovation of the apartment would be available by the next meeting of the Board.

Mr. Cramer went on to advise that the swim team would be requesting from approximately \$3,000.00 to \$6,000.00 from the next year's budget to purchase starting blocks. He also advised that the End of Summer party (Splash Out of Summer) was scheduled for August 22nd and that Theiss Elementary would be holding their end of school party on August 16th.

The meeting next moved to the Area Director Reports.

Mrs. Koscho reported that over the last two months, there had been an improvement in the overall appearance of her area.

Mrs. Naremore questioned the status of 8103 Champion Forest Circle noting that she had scheduled a force mow for the property. Ms. Walleck advised that notice had been issued.

There being no old business, the meeting moved to new business.

Mr. Chaszar reported that Mrs. Redding had resigned as the Area 7 Director and advised that Mrs. Middleton would need to proceed with looking into playground equipment and renovation.

He went on to report that the playground equipment that was purchased by Mrs. Redding pending incorporation into a long term playground option before the last meeting had been donated to Mrs. Redding's church.

Mr. Chaszar then advised that Mrs. Hoffman had agreed to Chair the Election Committee with Mrs. Shinaver and Mr. Cramer agreeing to serve as the additional committee members from the Board. Two homeowners had also agreed to serve on the committee.

He went on to advise that the positions up for election were the President, 1st Vice President and 3rd Vice President position along with all even numbered areas and requested the various Board Members advise Mrs. Hoffman if they wished to rerun for their position.

Mr. Cramer next reported that the State of Texas had granted the sales tax exemption to the Association. We will begin the work to recoup funds and will report back to the board in hopefully several months as to the amounts.

Discussion then turned to the September meetings noting that the Board Meeting was scheduled for September 1st and the General Meeting was scheduled for September 22nd. The Board was considering combining the meetings or holding the two meetings separately. After the discussion, the Board agreed to two meetings on a motion made by Mr. Burton and seconded by Mrs. Hoffman. The motion carried.

There being no further business for the General Meeting, the meeting adjourned to Executive Session.