

MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

Minutes of a Regular Meeting of the Board of Directors

June 2, 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 June 2, 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
Vince Glocksein
Bill Burton
Sheila Hammon
Janet Hoffman
Van Cramer
Connie Shinaver

Dan Katz
Carmon Middleton
Cory Gale
Doug Raska
Debbie Redding
Eileen Koscho
Ryan Samson

Not in attendance is as follows:

Tom McCloud

Also in attendance were Mrs. Eleanor Naremore and Stella Walleck of Consolidated Management Services.

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. Bill Burton who presented the Security report for the Association noting the number of incidents that were reported during the month. Mr. Burton went on to advise that with school being out, the incidents of vandalism would increase and advised all homeowners to lock all of their parked vehicles.

Mr. Chaszar next called for a motion to approve the minutes of the previous meeting of the Board. The motion was issued by Mr. Cramer, seconded by Mrs. Hammon and carried.

The meeting then moved to Homeowner Input.

Mrs. Carrie Walker addressed the Board with questions on the Community Home situation within the subdivision.

Ms. Walleck advised that there were two licensed group homes in the subdivision and due to State and Federal Law, the Association was prohibited from addressing these situations as businesses. She went on to advise that concerns with supervision at these group homes needed to be addressed with Mental Health and Mental Retardation or with the State Legislature.

Mrs. Walker advised that these homes were creating discipline issues with the schools. Once again, Ms. Walleck advised her that these were issues that needed to be addressed with the State and the licensing agencies.

Another issue was raised regarding the number of vehicles that park in the street blocking driveways. The homeowner requested an article for the newsletter advising the homeowners that this was a problem.

The meeting then moved to committee reports.

Mr. Glocksein reported that the Trash Contract would be up for renewal at the end of September. He reminded the board that our previous vendor, Republic, was acquired by Allied and that Mr. Aguillar was the new representative from the trash service and he had requested to attend the July meeting to discuss the services.

Mr. Glocksein went on to advise that Mr. Aguillar was unwilling to provide estimates until the type of services were established. Discussion then turned to recycling for the neighborhood and the number of homeowners who turned out to vote in favor of the recycling. At the end of the discussion it was agreed that for now we would retain the same service terms and conditions for the new contract subject to the new estimated costs.

Mrs. Hoffman advised that Mr. Glocksein had reviewed and finalized the Tennis Contract and it had been approved.

Mrs. Hammon advised that the Board needed to approve the fence pamphlet that would be distributed with ACC Applications and placed on the web site. After noting that the pamphlet was very comprehensive, the Board unanimously approved the distribution.

Mr. Cramer then distributed the check register for the Board's review. He went on to advise that the Association revenues were 92% collected for the year which was slightly less than last year. Mr. Cramer also noted that the interest income was down due to general low market for interest bearing investments and that he would look at investment options once the Board decided how much they would spend on capital expenditures for this year.

Mr. Cramer next reported that he had worked with the insurance broker on reducing the premiums for the insurance. He went on to advise that lowering the limits of liability or increasing the deductibles really had little impact on the premium and recommended that we stay with the same policy terms as we now have in place.

Mr. Cramer then reported on the annual audit which had previously been distributed to the Board noting that the Association had ended 2008 with approximately \$60,000.00 added to the reserves.

After a brief discussion regarding the estimated monies to be refunded with the sales tax exemption, Mr. Glocksein made the motion to approve the checks for payment. Mr. Burton issued the second and the motion carried.

Mrs. Naremore questioned the Board on the price of tickets to be sold at the 4th of July picnic. After a brief discussion, the Board agreed on \$7.00 each.

Mrs. Naremore next advised that in the past, Mrs. Harr has collected the lunches for the lifeguards and kept them in the office. She went on to note that if the lifeguards wanted to have a plate, they needed to be there during the picnic. The Board agreed.

Mrs. Naremore then advised that the directories were a month late being delivered and that all areas had been assigned to have someone deliver them.

Discussion then turned to the proposed new landscaping for the esplanades. Mr. Cramer noted that the color needed to be changed more than once a year.

Mrs. Naremore explained what Brookway had proposed and advised that October would be a better month for the change.

After a lengthy discussion, Mr. Cramer made a motion to have Mrs. Naremore get more than one bid and have the bidders present drafts of what they were proposing. The motion was seconded by Mr. Burton and carried with one opposition.

Mr. Cramer also noted that the Champion Forest south monument lettering needs to be redone especially in light of the proposed improvements on Champion Forest that will draw even more attention to the monuments.

Mr. Cramer next reported on behalf of the CCMC noting that the pool repairs were up to speed. He went on to advise that the Board had already approved \$1,500.00 for the solar film for the fitness area but the actual cost was \$310.00 more due to additional windows that needed to be done.

Mr. Burton made the motion to approve the additional \$310.00 with Mrs. Hoffman issuing the second. The motion carried.

Mr. Cramer then advised that the committee requested funds not to exceed \$500.00 for a security system for the back tennis court area. The motion was issued by Mr. Cramer, seconded by Mrs. Hoffman and carried. Mr. Raska noted that installing non-working camera's might carry a liability issue. Ms. Walleck agreed to check with the attorney. After further discussion, the motion carried.

Mr. Cramer next advised that the Louetta fence would be discussed in executive session. He went on to report that the Tennis Pro contract had been finalized and that the already approved purchase of a new treadmill would be done soon.

Mr. Cramer also noted that the "Splash into Summer" event had gone well with about 300 people in attendance.

Mrs. Redding reported on the plans for the 4th of July noting that Mrs. Harr was sending out an E-blast to get volunteers.

Mrs. Redding went on to advise that she would like to get new signage for the fitness area and requested the Board look at the current signage so that she could get it revised.

The meeting moved to Area Director reports.

Mr. Katz reported that he had been contacted by three homeowners who were approached by solicitors selling reading material to Texas Childrens Hospital but the check was made out to another entity. Mrs. Redding advised she had been contacted about solicitors as well.

Mrs. Shinaver advised she had been contacted by a homeowner who wanted the Board to consider hiring security to have the subdivision covered twenty-four hours a day, seven days a week.

The meeting moved to old business.

Mr. Cramer explained that the Association has three major projects to consider. The fence along Louetta, the Champion Forest esplanade improvements and the tennis court renovations. He went on to advise that the tennis court renovations would include rebuilding courts 3 & 4, installing 6 ft. sidewalks, painting the light poles, installing or renovating viewing areas for courts 5 through 12. It would also include extending the roofline on the pro shop, painting the building and trim work, refurbishing the rest rooms and installing a new air conditioning unit. Also included would be new benches and trash cans. The various low and high bids had come in from approximately \$225,000 to \$250,000.00.

He went on to advise that Mr. Burton had volunteered to chair the committee with Mrs. Redding agreeing to assist. The committee would be made up of Mr. Burton, Mrs. Redding, Mr. Glocksein, Mr. Cramer, and Mrs. Hoffman.

Mr. Cramer noted that the overall plan was to get the tennis courts done over the summer and look at the Louetta fencing next year. The estimated cost of the tennis court renovations would be \$250,000.00, the esplanade landscaping and monument repairs would be \$50,000.00 and the Louetta fence approximately \$100,000.00.

Mrs. Hammon noted that the fence repairs on Louetta could not be done until we determined if we could get homeowner permission to install the fence. She went on to advise that she would like to see the tennis court bids fine tuned and include upgrades to the playground equipment.

Mrs. Redding advised that she is looking at options to cover the playground equipment.

Mr. Burton then made a motion to appropriate up to \$250,000.00 for the tennis court renovations and up to \$50,000.00 for the re-landscaping of Champion Forest Drive along with having Mr. Samson examine all of the perimeter fencing in the subdivision and develop options including estimated cost and timetables. Mrs. Redding advised that the plans for the playground included using any unused concrete for the tennis court renovations. The re-landscaping of Champion Forest Drive would be contingent on the plans being submitted.

The vote was seven in favor and seven opposed with Mr. Chaszar abstaining. The motion failed.

Mr. Burton next made a motion to appropriate up to \$250,000.00 for the tennis court renovations. The motion was seconded by Mr. Katz and carried by a vote of eight in favor, five opposed and one abstention.

Mr. Burton then made a motion to appropriate up to \$50,000.00 for the re-landscaping of the esplanades along Champion Forest drive. The motion was seconded by Mrs. Hoffman, and carried with a vote of eleven in favor, two opposed.

Don Simpson
Mr. Cramer then made a motion to establish a Study Committee to investigate and establish options and a recommendations to replace required perimeter fences for the whole subdivision. The motion was seconded by Mr. Burton and carried. Mrs. Koshco and Mrs. Naremore will assist on the committee. The motion carried with Mr. Glocksein opposing.

Mr. Chaszar next advised that he would volunteer to handle an "End of Summer" party at the pool with the date to be determined and requested a \$500.00 budget to finance the party. Mr. Cramer made the motion to approve the expenses. After the motion was seconded, it carried with one abstention.

There being no further business for the general session, the Board adjourned to Executive Session.