

MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

Minutes of a Regular Meeting of the Board of Directors

STATE OF TEXAS

COUNTY OF HARRIS

A regular Meeting of the Board of Directors of the Memorial Northwest Homeowners Association, Inc., was held on April 5, 2011 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 Hammons
Janet Hoffman
Van Cramer

Connie Shinaver
Tim McWilliams
Eileen Koscho
Bryan Thomas

Board Members not in attendance were as follows:

Carmon Middleton

Doug Raska

Also in attendance was Stella Walleck of Consolidated Management Services and Ofc. Ivy of the Harris County Sheriff's Department.

Mr. Chaszar called the meeting to order and established that a quorum was present. He then called for the approval of the agenda. The agenda was approved with one addition.

Mr. Bill Burton presented the security report for the association noting that there was an article in the Chronicle about metal thefts. He went on to advise those present of the ten pressure vaccum breakers that were stolen from the Association's esplanades and the cost to replace the ten stolen PVB's and secure all of them.

Ofc. Ivy advised all of the homeowners present that even with the cool weather we were enjoying they need to keep their windows closed and locked

Mr. Chaszar then 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. Hoffman and carried.

The meeting next moved to homeowner input.

Mrs. Betty Tucker questioned the board about the tractor trailers going down Champion Forest Drive. She was advised that this is a public road and there was no way to prevent this type of traffic.

She then questioned the Board with regard to the stop signs along Champion Forest Drive and whether they would remain. Mr. Burton advised that there is a possibility that some may be replaced with traffic signals in the future.

Mrs. Tucker then suggested that the Board have uniform fencing along Champion Forest Drive to improve the look of the subdivision. The Board explained why this was not feasible and Mrs. Hammons explained the Architectural Control Guidelines.

Mr. Stan Thurber next questioned the newsletter article advising the Association needed an Area 7 Director and wanted to know what area he resides in. Ms. Walleck agreed to e-mail the information to him.

Mr. Thurber then advised that he was glad that the management problems at the Community Center had been resolved.

Mr. Glocksein next noted that the concerns expressed by Mr. Thurber at the last homeowner's meeting had been given to the trash service and questioned Mr. Thurber on the improvement. Mr. Thurber did note that things were better.

Mr. Glocksein then advised that he had reviewed and approved the Brookway contract. He went on to note that he would review the rental contracts for the Community Center and have them ready by the next CCMC meeting.

Mr. Glocksein went on to report that he had reviewed the contract from the Architectural Firm and that the Association may need additional information on costs not included in the contract.

Mr. Cramer next presented the treasurer's report noting that the Association was 87% collected for 2011 and this was running close to the previous year. Mr. Cramer noted that the theft of the pressure vacuum breakers had cost the Association \$10,000.00 but other than that, the Association was in good condition on the budget.

Mr. Cramer then presented the check register for the Association and noted the unusual checks that had been presented for the month. After the review of the check register, Mrs. Hoffman made a motion to approve the checks for payment with Mr. Burton issuing the second. The motion carried.

Mr. Cramer next noted that he had the check for the Architect and he would hold it until the meeting.

Mrs. Hammons then reported that the committee had discussed approving a fence stain color that could be used for the subdivision. She advised that Sherwin Williams would make note of the approved stain and when a homeowner came to their store, they would advise them that this was the only approved stain. She went on to advise that the color was "Woodridge" and requested the Board's approval. The motion to approve the color was issued by Mrs. Hoffman, seconded by Mrs. Koscho and carried.

Mrs. Koscho next presented the report from the Community Center Management Committee noting repairs that were needed at the pool. After reviewing the written report, Mrs. Koscho requested a motion to approve expenses not to exceed \$1,000.00 to install a commercial grade fan in the pool house to allow for proper ventilation and to repair the loose section of the wrought iron fence near the dumpster. Mr. Glocksein proposed an amendment to raise the amount to \$1,500.00 and include the latch on the pool gate. After a brief discussion, Mr. Glocksein withdrew the amendment and made the original motion. The motion was seconded by Mrs. Hammons and carried.

Discussion then turned to the billing of the grandfathered members for the community center. After the discussion, the Board agreed unanimously

that the billings would be sent out in November and those members who had not paid by January 1st would have their privileges suspended.

After further discussion on policies for the grandfathered members, the Board suggested that the policy be developed by the CCMC Committee and the recommendations be presented for the Board's approval.

The Board next discussed the issue of insurance for Mr. Trim. After a brief discussion, the Board agreed to have Mr. Trim get estimates for the policy. A motion was then made to reimburse Mr. Trim for the first year in an amount not to exceed \$1,000.00 for one million dollars in liability coverage. The Association would pay for the first year only. The motion was seconded by Mrs. Hoffman and carried with one opposition and one abstention.

Mrs. Koscho next advised that the Center had been contacted by Doerre about using six of the courts for tournaments in April and May. After the discussion, the Board agreed contingent on a letter from the school district indemnifying the Association.

Discussion then turned to the credit card for Mr. Trim. Mr. Burton noted that at the time the bank accounts were updated, the Association had secured a employee credit card for Mr. Trim with a \$1,000.00 limit. After the discussion, and upon a motion made by Mrs. Koscho and seconded by Mr. Burton, the board voted unanimously to allow Mr. Trim the use of the credit card.

The Board next discussed the issue of checking ID's at the fitness center during the summer. After the discussion, Mr. Glocksein made the motion to hire Brandon Ivy at \$7.50 per hour for ten to twelve hours per week in the evenings. The motion was seconded by Mr. Cramer and carried.

Mr. McWilliams next reported on behalf of the Facility Development Committee noting that there was a scheduled meeting with Insite at their offices on April 6th at 6:30 p.m. He went on to advise that all Board Members were invited to attend.

Mr. Glocksein then advised that the \$12,000.00 check was non-refundable. He also noted that in driving around the subdivision that it was

looking good and complimented Mrs. Hammons and her committee on their efforts.

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

Mrs. Hammons reported on an email that she had received from the Swim Team expressing concerns about the paid and unpaid HOA Dues. Mr. Chaszar advised that he would contact the swim team.

Mr. Chaszar then advised that there would need to be some action soon on the Welcome Committee.

Mr. Glocksein advised that he would like Mrs. Naremore to notify the Board on what activities she would like to keep. Mrs. Hoffman advised that Mrs. Naremore wanted to continue with the Grounds Committee and would like to continue assisting with the Welcome Committee.

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