

**MEMORIAL NORTHWEST HOMEOWNERS
ASSOCIATION**

**Minutes of a Regular Meeting of the Board of Directors
And
A General Meeting of the Homeowners.**

STATE OF TEXAS

COUNTY OF HARRIS

A regular Meeting of the Board of Directors and a General Meeting of the Homeowners of the Memorial Northwest Homeowners Association, Inc., was held on June 7, 2011 at the Memorial Northwest Community Center located at 17440 Theiss Mail Route Road in Spring, Harris County, Texas, at the hour of 7:30 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

Directors not in attendance were as follows:

Carmon Middleton

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

Mr. Chaszar called the meeting to order and advised that a quorum of the homeowners was present along with a quorum of the Board.

Mr. Chaszar then called for a motion to approve the agenda. There being no changes to the agenda, it was approved as presented.

Mr. Chaszar next recognized Matthew Hartman an Eagle Scout who made a proposal to the Association to build picnic tables for the park and behind the tennis courts. The Board unanimously approved and thanked Matthew for his efforts.

Mr. Burton then presented the security report for the Association noting that there had been a couple of incidents during the month. He went on to advise the burglary of a motor vehicle was still the most reported crime in the subdivision and recommended that the homeowners lock their vehicles and remove any valuables.

Mr. Chaszar next advised those present that Mr. John Binkley had volunteered to serve as the Area 7 Director and requested a motion to approve the appointment. The motion was issued by Mr. Raska, seconded by Mr. Cramer and carried.

Mr. Chaszar then recognized Mr. Van Cramer who presented the 2011 budget for the Association. Mr. Cramer and the Board then fielded questions regarding the budget and the proposed plans to renovate the recreation facility.

Homeowners were advised that the presentation for the new facility would be presented at the July 12th meeting of the Board.

The meeting then moved to homeowner input.

Homeowners were present to express concern on the quality of the water in their area. After determining that they were in the Klein MUD, it was suggested that they contact the water district board.

Mrs. Rhonda Stedman addressed the Board and advised that she was present to present information on a surface that could be used to cover the pedestrian access off of Beaufort. The information was given to the property manager.

Mr. Hendrix questioned the pools policy on smoking in the pool and was advised that the only smoking area was outside the front door of the community center. Mr. Glocksein agreed to make sure the policy was being enforced.

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

Mr. Glocksein then reported on behalf of contracts noting that all contracts were signed and in place.

Mrs. Hammons reported on behalf of ACC/Deed Restrictions noting that the Committee had selected a fence stain from Sherwin Williams and she had since learned that Sherwin Williams was not advising the homeowners as they had originally agreed to do. She went on to advise that she would follow up with Sherwin Williams.

Mr. Cramer next distributed the check register to each of the Board Members and briefly reviewed the checks submitted for payment. After reviewing the checks, Mr. Burton issued the motion to approve the checks as presented with Mr. Glocksein issuing the second. The motion carried.

Mrs. Koscho then distributed the minutes for the Community Center Management Committee advising the Board to review the reports and she would answer questions if they had any.

Mr. Chaszar reported that the “Splash into Summer” party had been a great success and thanked all of the volunteers for their help.

Mrs. Koscho went on with her report noting the pool repairs that were done or pending. She also advised that the Snack Bar was open and that the Association had to purchase a new freezer. She noted that they had initiated an inventory control for the snack bar.

Mrs. Koscho then advised that Mr. Trim was working for the Association full time again and had been doing an excellent job. She went on to advise that the Committee was requesting salary increases for Mrs. Kidney and Mr. Trim. Mrs. Kidney would be increased from \$15.00 per hour to \$17.00 per hour effective July 1, 2011 and Mr. Trim would be increased from \$1,000.00 per month to \$1,200.00 per month effective July 1st. After a brief discussion, Mrs. Koscho issued the motion to approve the raises with Mr. McWilliams issuing the second. The motion carried with two oppositions.

Discussion then turned to Mr. Trim and the additional funds that he was receiving for items other than the agreed upon insurance.

After the discussion, Mrs. Koscho made a motion to pay \$520.00 for six months of liability insurance on Mr. Trims' behalf. The motion was seconded by Mr. Burton and carried with two oppositions.

Mr. Thomas suggested drafting a subcontractor's agreement.

Discussion then turned again to the practice of allowing the Sheriff's deputies and their families to use the facilities. Mr. Burton noted at the last meeting, the Board had voted to cut off these privileges as of January 1.

The Board then clarified the policy on trainers using the facility as well as the smoking policy for the facility.

Mrs. Koscho next advised that there had been a great deal of difficulty in dealing with Bank of America on the signature cards and advised that the Committee would like to change banks.

Ms. Walleck advised that the problem was in the number of signatories and suggested that the signatories be Mr. Burton and Mrs. Hoffman because they were generally more available with Ms. Walleck and Mrs. Kidney being the other two signatures. The Board agreed.

Mr. Glocksein then issued a motion to exempt the Sheriff Deputies and their families from the policy of not allowing contractors to use the facility. The motion was seconded by Mr. Thomas and carried.

Mr. McWilliams reported that the Facilities Development Committee would be ready for the presentation on July 12th.

The meeting then moved to new business.

Mr. Cramer presented the Audited Financial Statements for 2010 and briefly covered the reports.

Discussion then turned to the loan application the Association would need to make for the development of the new facility.

Mr. Cramer distributed a spreadsheet reflecting the banks that he had met with and the various costs from each facility. After advising that his recommendation would be to use the Community Association Bank, Mr. Cramer noted the bank had requested a letter from the attorney advising that the Association could in fact pledge their receivables as collateral for the loan.

Mr. Gainer explained his concerns with this request and advised that effective September 1st, there was a law that specifically would permit this to all Associations.

Ms. Walleck then requested the Board interrupt the current discussion long enough to allow Mr. & Mrs. Black to make their presentation regarding a stained fence. After hearing Mr. & Mrs. Black, the Board agreed to discuss it in Executive Session and notify them of the response.

A very lengthy discussion then ensued regarding the financials and whether the Association should move forward with the loan application.

Mr. Gainer briefly explained the new laws and advised that the notice and ballots would be covered under the new laws.

After further discussion, Mr. Cramer motioned to move forward with the current plan and the funding. Mr. McWilliam issued the second. After further discussion, Mr. Cramer withdrew his motion.

The discussion continued with Mr. McWilliams issuing the motion to continue as previously planned. The motion was seconded by Mr. Thomas but failed with only three votes in favor.

After an extended discussion, Mr. Cramer made a motion to present to concept of the new facility and get the homeowners to approve the concept. He would also advise the homeowners that the Association was looking at the option of building the facility in phases. The motion was seconded by Mr. McWilliams and carried with one opposition.

The Board then adjourned to the Executive Session.