

MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

Amended Minutes of a Regular Meeting of the Board of Directors

STATE OF TEXAS COUNTY OF HARRIS

A general meeting of the Homeowners and a regular Meeting of the Board of Directors of the Memorial Northwest Homeowners Association, was held on September 13, 2011 at the Memorial Northwest Community Center located at 17440 Theiss Mail Route Road, Spring, Texas 77379. Board Members in attendance were as follows:

Craig Chaszar	Tim McWilliams
Vince Glocksein	Connie Shinaver
Bill Burton	Carmon Middleton
Sheila Hammons	Bryan Thomas
Janet Hoffman	John Binkley
Van Cramer	

Directors who were not present are as follows:

Eileen Koscho	Doug Raska
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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 next recognized Mr. Bill Burton who presented the security report for the Association. Mr. Burton reported that there had been three burglaries of habitats. The meeting went on with a brief discussion of the problems with traffic in the subdivision particularly the running of stop signs.

Mr. Chaszar then recognized Mr. Bryan Thomas, Chairman of the Nominating Committee. Mr. Thomas introduced the Committee members

present. He went on to announce the candidates for the upcoming elections as follows:

President	Mr. Bill Burton Mr. Craig Chaszar
1 st Vice President	Mr. Vince Glocksein
2 nd Vice President	Mr. Chris Smith
Area 2 Director	Mr. Tim McWilliams
Area4 Director	Mrs. Eileen Koscho
Area 6 Director	Mr. Randy Ivy Mr. Greg Schindler

Mr. Chaszar next called for any nominations from the floor. There being none, Mrs. Eleanor Naremore made the motion to cease the nominations. The motion was seconded by Mrs. Robin Lent and carried.

The meeting then moved to homeowner input.

Mrs. Robin Lent advised the Board that she felt that a Board discussion should have occurred before the facility plan was submitted for a bid and questioned exactly what bids were being taken on the facility.

Mr. Chaszar explained that the Board was securing the bids to have a better understanding of the actual cost. He went on to advise that the Association was securing bids on the whole project and bids to remodel the existing facility.

Mr. Burton noted that it would not be feasible to secure the loan because the deed restrictions would require a majority vote of each section in order to increase the fees to the amount that would allow the Association to build the facility and repay a loan.

A lengthy discussion then ensued regarding the facility and securing the loan.

Mrs. Hammons expressed her concern that the approval documents were sent to a homeowner prior to being submitted to the Board.

The discussion then turned to a homeowner's right to examine the records of the Association. Ms. Walleck advised that this has always been in the by laws of the Association and other than legal matters, matters involving deed restriction matters and collection matters, all records were available for inspection. She went on to advise that under the new laws that were going into effect as of January 1, there would be additional requirements prior to homeowners being able to review the records. She went on to advise that not only can they review the records, but they are entitled to copy those records at a reasonable cost.

The meeting then moved to the various committee reports.

Mr. Glocksein reported that he had contacted the trash company with regard to the workers who were working on the trucks and was advised that the company has additional water and other policies in place to protect their employees from heat exhaustion.

Mr. Glocksein then advised that there was an automatic escalation clause in the trash contract that would go into effect on October 1. The monthly increase for regular trash service would go from \$14.95 to \$15.29 and the increase on recycling would be go from \$3.00 to \$3.07.

Mrs. Hammons reported on behalf of the ACC Committee noting that the committee was revising the ACC Guidelines in accordance with the new laws that went into effect September 1st. She went on to note that guidelines had been added for garage sales and pavers.

Mr. Cramer next distributed the check register to the Board Members and briefly reported that the collections for the association were above 95% with the expenses slightly below budget. He went on to advise that the Association should end the year with approximately an additional \$50,000.00 in reserves.

Mr. Cramer then covered the unusual checks submitted in payment of the Association's accounts. Mrs. Hammons noted that she objected to the payment of the Insite check in the amount of \$1,500.00. She was joined in her objection by Mrs. Hoffman, Mrs. Middleton and Mr. Burton.

After the review of the checks, Mr. Chaszar called for a motion to approve the checks. Mrs. Hammons, Mrs. Hoffman, Mrs. Middleton and Mr. Burton voted to approve all of the checks with the exception of the Insite Check. Mr. Binkley, Mr. McWilliams, Mr. Thomas, Mr. Glocksein, Mr. Cramer and Mrs. Shinaver voted to approve the checks as presented. Mr. Chaszar abstained. The checks were approved.

Mr. Cramer then advised that the contract for the electricity at the club was up for renewal. He went on to present a spreadsheet of possible contractors and recommended TriEagle as a first choice because they were the lowest and had no penalty for volume fluctuations. His second choice was Green Mountain. Mr. Burton made a motion to leave the decision to Mr. Cramer and Mr. Glockseins discretion after they had reviewed the contract. The motion was seconded by Mrs. Hoffman and carried.

Mr. Cramer next reported on the new information about the credit line advising those present that the bank had offered an option for a ten year fixed rate of 5.25%. Also, the ninety percent test for collections was a one time annual test that the bank agreed could be in September of each year.

Mrs. Hammons reported on the limbs falling on the playground and asking that the park be closed.

Mr. Chaszar next reported on the CCMC meeting noting that the tennis court gate repairs were scheduled. He went on to report that courts 7 & 8 had been resurfaced and the cracks on courts 3 & 4 had been repaired.

Mr. Chaszar next advised that the Association had taken bids to repair a roof leak with Patrick Roof coming in the lowest at \$1,270.00. Mr. Burton issued the motion to proceed with the repairs with Mr. Cramer issuing the second. The motion carried.

Discussion then turned to the dead or near dead trees in the park. After a brief discussion, Mrs. Lent agreed to look at the situation and assist if possible.

The Board next discussed the number of votes that would be allowed in the election. After a discussion of the new laws and the problem with allowing husbands and wives to vote versus one person per household, Mr.

Burton made the motion to allow one vote per household. The motion was seconded by Mrs. Hoffman and carried with Mr. Glocksein and Mr. Cramer voting no.

Discussion then turned to the number of days that the polls would be open at the Community Center. After a brief discussion, Mrs. Hoffman motioned to proceed with the management company recommendations. The motion was seconded by Mr. Cramer and carried.

The Board next considered the need for an Election Committee in light of the new laws. After a brief discussion, Mr. Burton motioned to allow the management company to conduct the tally. The motion was seconded by Mr. Mc Williams and carried.

Ms. Walleck next advised that she could have the ballots in the mail by Monday, September 19th. Mrs. Hoffman made the motion to approve the mailing. Mr. Thomas issued the second and the motion carried.

Discussion next covered the October meetings. Mr. Chaszar suggested a board meeting for October 4th and have the Annual Meeting on October 25th. Mrs. Hoffman so moved with Mr. Burton issuing the second. The motion carried.

Mr. Glocksein reported on behalf of the legal committee requesting the management company send one more collection letter to the homeowners who were still delinquent \$1,000.00 or less. Ms. Walleck advised that it would not be a problem.

Under new business, Mr. McWilliams requested that his email address be removed from the email list that was being sent to his office email. He agreed to provide an alternative email address for Mrs. Lents' communications.

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