

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, was held on January 10, 2012 at the Memorial Northwest Community Center located at 17440 Theiss Mail Route Road, Spring, Texas 77379. Board Members in attendance were as follows:

Bill Burton
Vince Glocksein
Chris Smith
Sheila Hammons
Janet Hoffman
Van Cramer

Tim McWilliams
Bryan Thomas
Greg Schindler
John Binkley

Directors who were not present are as follows:

Eileen Koscho
Carmon Middleton

Connie Shinaver

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

Mr. Burton called the meeting to order and welcomed the new Board Members. He went on to advise that the Board would not be making any decisions with regard to the new facilities at this meeting as was advised in an email that had been circulated.

Mr. Burton then introduced the new officer and briefly reported on the theft in the subdivision.

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

The meeting then moved to Homeowner Input.

Mrs. Robin Lent advised that she had been reviewing the Association's Financials and was unable to match the budget to the audited financials and suggested the Board consider changing auditors. The Board agreed to get additional bids for the audit.

Mr. Burton next explained the status of the building and further explained the process that the Association would follow.

Mr. Glocksein then advised that the new contract for the mosquito fogging had been submitted for 2012 and will not increase on the per application cost. After a brief discussion, Mrs. Hammons made the motion to approve the contract with Mr. Binkley issuing the second. The motion carried.

Mr. Glocksein went on to explain that the pest control company could treat the walking trail along the flood control ditch behind Shadow Valley if the areas where homeowners had disposed of items behind the back fences were cleaned up. Ms. Walleck agreed to address the issues if someone could provide addresses. Ms. Naremore agreed to help with getting the addresses.

With the cost being \$50.00 per application, the Board agreed to table the discussion until February.

Mr. Burton next presented the following Committee Assignments for the Boards approval:

CCMC- Eileen Koscho (Chair)
Deed Restriction/Architectural Control – Sheila Hammons (Chair)
Tennis - Janet Hoffman (Chair)
Legal- Vince Glocksein (Chair)
Grounds/Welcoming – Eleanor Naremor (Chair)

New Committees as follows:

Community Affairs – Vince Glocksein (Chair)

Neighborhood Assistance - Chris Smith (Chair)

Improvement Survey – Janet Hoffman, Eileen Koscho, Sheila Hammons

Mrs. Hoffman then made a motion to approve the committee appointments with Mr. Schindler issuing the second. The motion carried.

The meeting then moved to committee reports.

Mrs. Kidney reported on behalf of the CCMC noting that the committee had looked into a maintenance contract for the viewing stands which would involve power washing and sealing every two years at a cost of \$2,710.00 for a two year contract.

Mrs. Hammons advised that this was work that could be completed by Mr. Trimm and suggested not having a contract. The Board agreed.

Mrs. Kidney next advised that there was a break in the electrical wiring from the electrical box through the conduit. She went on to advise that there were two bids as follows

Sanchez \$995.00 without having to trench and \$1990.00 if they did the trenching.

Harris was \$1,200.00 without trenching and and \$2,500.00 if they did the trenching.

Mrs. Hammons made the motion to award the work to Sanchez with Mr. Trimm handling the trenching. The motion was seconded and carried.

Mrs. Hammons then briefly reviewed the ACC Guidelines that had been revised to incorporate the new changes in the laws. After reviewing the documents, Mr. Glocksein made the motion to approve the revised guidelines. Mrs. Hoffman issued the second and the motion carried.

Mrs. Hoffman next presented a proposal to install a timer on the Tennis Courts. The proposed cost would be \$2,500.00 if installed at the box.

After further discussion, the Board agreed to table the discussion until February to allow Mr. Schindler to review past electric bills.

Mrs. Naremore then reported on the replacement of the PVB's noting that the Association had two bids. Brookway had bid \$8,148.00 and Back Yard Landscaping had bid \$10,859.78. They had gone with the Brookway bid and the work had been completed. She went on to advise that WCID 114 had also completed the installation of the meters for the esplanades.

Mrs. Naremore went on to advise that there had been a leak in the main and was repaired at a cost of \$218.00.

Mrs. Naremore next advised that Olidio had already removed eighty-nine trees. She went on to advise that there were another one hundred thirty-two dead trees that needed removal. The cost Olidio to remove these trees at a cost of \$80.00 per tree or \$10,560.00.

Mrs. Hammons made the motion to approve the expenditure with Mr. Thomas issuing the second. The motion carried.

Mr. Cramer next distributed the check register for the Boards review and briefly covered the checks that were out of the ordinary. After a brief discussion, Mr. Glocksein made the motion to approve the checks for payment with Mr. Schindler issuing the second. The motion carried.

Mr. Cramer then briefly reported on the final financial status for 2011 advising that the Association ended the year with approximately \$10,000.00 to the good. He went on to advise that he expected 2012 to be anywhere from a break even to \$50,000.00 to the good depending on unforeseen expenditures.

Mr. Cramer then advised that he had reviewed the reserves and felt that the Association could appropriate \$350,000.00 for a new building.

Under new business, Mr. Burton noted that the Board had to take into consideration the cost of demolition and asbestos remediation and requested

Bryan Thomas and Oran Woody look at projected cost for the proposed smaller facility.

Mr. Schindler expressed concern over securing bids without a bid package and proper drawings. There was then a brief discussion regarding the issues with Mr. Burton advising that Mr. Woody and Mr. Thomas would proceed.

Mrs. Hoffman then advised that the website needed to be updated and requested the Board authority to secure a bid for the upgrade. The Board agreed.

Mrs. Hoffman next advised that she had been contacted by a homeowner in Area 5 about putting an ad in the newsletter announcing an interactive web site. After a brief discussion the Board agreed not to allow the ad and to request a disclaimer on the site advising that it was not an official MNW site.

Under Area Director reports, Mr. McWilliams questioned the garage addition at 8002 Lichen and was advised that this had been approved by the Committee.

There was then a general discussion regarding the new facility and the proposed survey.

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

EXECUTIVE SESSION

The meeting of January 10, 2012 resumed in Executive Session with all Board Members and Ms.Walleck still present.

Mr. Burton reconvened the meeting and proceeded with the discussion of a homeowners request to have a \$200.00 refund for removing a tree stump since the deed restrictions were mute to tree stumps. Ms.Walleck explained that the request could be made under the “neat and attractive” clause or the “nuisance” clause. She went on to advise that the request to have the stump removed came after numerous letters about maintaining the area and was made at the instructions of the Area Director. After further discussion, the Board agreed that no refund would be made.

Mr. Burton advised he would notify the homeowner.

Mr. Glocksein next advised the Board that the Legal Committee was disbanding and turning the collection matters back to the management company. The Board agreed.

There was then a brief discussion of the pool and the potential problems with opening the pool for the summer. The Board agreed to research the matter further and take it up in the February meeting.

There being no further business, the meeting adjourned.