

**MEMORIAL NORTHWEST HOMEOWNERS
ASSOCIATION**

Amended 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 March 6, 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	Carmon Middleton
Vince Glocksein	Eileen Koscho
Chris Smith	Bryan Thomas
Sheila Hammons	Greg Schindler
Janet Hoffman	John Binkley

Directors who were not present are as follows:

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

Mr. Burton called the meeting to order and proceeded with the approval of the minutes of the previous meeting of the Board. After noting an amendment, Mr. Smith made the motion to approve the minutes as amended with Mr. Schindler issuing the second. The motion carried.

Mr. Chris Smith next presented the security report for the Association noting that the Officers had been doing an excellent job. He went on to report on one instance of a drug bust in the subdivision and advised the homeowners to call 911 in the case of an emergency.

The meeting then moved to homeowner input.

Mr. Dave Warne addressed the board on the issue of mosquito fogging and was advised that the contract was being renewed with an increase in the number of trips through the subdivision. Mr. Warne next suggested that the Board might have to consider an increase in the security budget for 2013 and thanked the Board for their efforts in moving forward on the facilities.

Mrs. Terry Novak suggested that the reader boards and entrances have a sign that state "New Club House Coming". Mrs. Novak went on to question how the board votes were handled and what happened to the votes of the Board members who were not present.

Mr. Burton explained the Board's intention to send out a ballot and survey to the membership. He went on to advise that there would be a committee appointed to develop the plans. There was then a general discussion regarding the facilities and how the Board would move forward.

Mr. Glocksein then distributed the check register reflecting the checks being presented for payment. He reviewed the checks that were written for non-customary items. A question was raised regarding the Comcast check noting that the Association no longer needed the cable TV. After a brief discussion, the Board requested Mrs. Kidney to contact the company and limit the service to telephone and internet services.

Mrs. Hoffman then made the motion to approve the checks as presented with Mrs. Hammons issuing the second. The motion carried.

The Board next reviewed the cover letter, ballot and survey to be sent to the homeowners. There was a question regarding the absentee ballot. After a brief discussion, Mr. Schindler made the the motion to consider the ballot as they would any absentee ballot and send the ballot. Mrs. Koscho issued the second and the motion carried.

The Board next reviewed the survey to be included with the ballot. After a brief discussion of the questions and answers and noting a change, Mrs. Hoffman made the motion to approve the survey as amended. The motion was seconded by Mr. Binkley and carried.

Discussion then turned to the disposition of the existing facilities.

The Board discussed the pros and cons for demolishing the existing facilities. After the discussion, Mrs. Hoffman made the motion to demolish both the club house and the fitness center. The motion was seconded by Mrs. Hammons and carried with a vote of nine in favor and one opposed.

The Board next considered the time frame for the balloting and return of the surveys. After a brief discussion, the Board agreed that all documents should be returned no later than 1:00p.m. on March 31st.

Mr. Burton then advised that he was appointing a Building Design Committee with Mr. Schindler as the Chair. The other committee members would be Mr. Bryan Thomas and Mr. Oran Woody. Mrs. Hammons issued the motion to approve the committee with Mrs. Hoffman issuing the second. The motion carried.

Mr. Burton went on to advise that he had requested Mr. Jack Searcy to chair the Bylaw Committee. Mr. Searcy requested Mr. Glocksein to serve on the committee with Ms. Walleck acting as a consultant. Mrs. Hoffman made the motion to approve the committee with Mrs. Koscho issuing the second. The motion carried.

Mr. Burton next noted that the General Meeting to present the budget would be held on May 1st.

Mr. Glocksein then reported on behalf of contracts starting with the pool contract. Mr. Glocksein reported on what would be required to maintain the pool without the pool being used. He went on to advise that the cost of monthly maintenance would be \$950.00 or \$11,400.00 per annum and then made the motion to approve the contract. The motion was seconded by Mrs. Hammons and carried.

Mrs. Hoffman went on to report that the tennis pro had requested verbage in the new contract that would reduce his fees if he could not perform his services due to the Association's activities. The board agreed to table this until the next meeting.

Mr. Glocksein next presented the Brookway contracts for the landscaping service. He advised that the contract had not increased but that Brookway had included a clause for a fuel surcharge if it became necessary.

He went on to advise that the Board had previously approved the contracts and submitted them for signatures.

Mr. Glocksein then presented the bids for the annual association audit. Mr. Kevin McKenna who had previously performed the audits had bid \$5,500.00. A second bid had been received from O'Neal & Homes at a cost of \$4,885.00. After a brief discussion, Mrs. Hammons made the motion to award the bid to O'Neal & Holmes. The motion was seconded by Mr. Binkley and carried with one abstention.

Mrs. Koscho next reported on behalf of the Community Center Management Company (see attached minutes) explaining the problems with the fitness center. She went on to report that they had a company who would prepare the equipment for storage. She also noted that the storage would have to be climate controlled.

Mrs. Koscho went on to advise that she and Mrs. Kidney would go through the buildings to determine what would be stored for re-use and what would be donated.

Mrs. Naremore next advised that there were six trees along Theiss Mail Route that needed to be removed and the stumps ground at a cost of \$1,400.00. After a brief discussion, Mr. Binkley made a motion to approve the expenditure. The motion was seconded by Mrs. Koscho and carried.

Mrs. Naremore went on to advise that there was an area near Court 8 that was in poor condition and needed to be cleaned up and graded. She went on to advise that Brookway would take care of the problem at a cost of \$972.00. After a discussion, Mr. Glocksein issued the motion to approve the expense with Mrs. Hoffman issuing the second. The motion carried.

Mr. Smith reported on the Neighborhood Assistance program advising his committee had been working on the issue. Mrs. Thurber advised that they had been in contact with the Lions Club and if this became an approved project, the Lions Club would cover the program under their umbrella policy.

Mrs. Naremore next questioned the trench that was left as a result of the sewer line repairs noting that the fill dirt had settled and was sinking. Mr. Burton requested Mrs. Kidney contact Roto Rooter about the problem.

Mrs.Naremore went on to advise that the Garden Club was holding a Tree Planting ceremony at 12:00 noon on Wednesday, March 7th in memory of Bob Naremore and invited anyone interested to attend. She briefly explained Mr. Naremore's contribution to the Association's sprinkler program and his work over the years.

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

EXECUTIVE SESSION

The meeting of March 6, 2012 resumed in Executive Session with all Board Members and Ms. Walleck still present. Homeowners were also present to address the Board.

Homeowners addressed the Board regarding and ACC Issue and were advised they Board would notify them of their decision.

Board voted to require homeowners to abide by the original recommendation of the ACC Committee or remove the object.

There being no Area Director reports, the meeting moved to the legal report.

Ms. Walleck referred to Mr. Gainer's report making recommendations on collection suits that needed to be filed and several foreclosure postings that she recommended. After reviewing the recommendations, the Board approved all lawsuits with one exception and two foreclosure postings.

There being no further business, the meeting adjourned.