

# **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 April 3, 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	Tim McWilliams
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	Carmon Middleton
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Also in attendance was Stella Walleck of Consolidated Management Services.

Mr. Burton called the meeting to order and proceeded with advising those present of the rules of order for the meeting.

He then called for a motion to approve the minutes of the previous meeting of the Board. After noting several changes, Mrs. Hoffman made the motion to approve the minutes as amended. The motion was seconded by Mr. Glocksein and carried.

Mr. Smith next presented the security report for the Association noting that there had been an arrest of teenagers for starting fires. He went on to advise those present to keep their doors on their vehicles locked to avoid burglaries of motor vehicles.

The meeting then moved to homeowner input.

Mrs. Gross addressed the board with concerns about closing the pool for the 2012 season.

Mr. Seigle addressed the Board to explain the value of the current tennis pro and recommended the contract be renewed.

Mr. Wallace had concerns with the pool and the fitness center being closed.

Mrs. Lyles expressed concerns with the Board's support of the swim team and suggested that the swim team pay for their own expenses.

The meeting then moved to the Association business.

Mr. Glocksein distributed the check register reflecting the checks that were proposed for payment of the bills. After reviewing the checks, Mrs. Hoffman made the motion to approve the checks as presented with Mrs. Koscho issuing the second. The motion carried.

Mr. Glocksein then presented an alternative program for trash pick up which would be done once a week for regular trash and once a week for recycling. There was a brief discussion with no decision from the Board.

Mr. Glocksein next advised that he had applied to six (6) banks for the loan for the Association and that he would review the proposals to select the best loan for the Association.

Mr. Glocksein went on to advise that he wanted to immediately start the mosquito fogging at three (3) times per week with the fogging company adding the bayou at a cost of \$50.00 per application. Mr. Glocksein then presented the motion to handle as previously stated with Mrs. Hammons issuing the second. The motion carried.

Mrs. Hoffman then presented the contract for the tennis pro to be approved and signed. A very lengthy discussion ensued regarding the contract with the Board agreeing to table the discussion.

The meeting then moved to committee reports.

Mr. Smith reported on behalf of the Neighborhood Assistance explaining to the Board that if the Association participated with the Lion's Club on their program, the Association would be covered under their insurance policy. After a brief discussion, Mr. Smith made a motion to allow the Association to participate with the Lion's Club provided the Board approve the events. The motion was seconded by Mrs. Hoffman and carried.

Mr. Schindler reported on behalf of the Building Committee distributing the current plan on the location of the proposed building. He went on to explain the proposed program advising that the Association was looking at a building that was 4500 to 5000 sq. ft. in size.

Mrs. Koscho then presented the Community Center Management Report (copy attached) and proceeded with those items that required Board approval.

Mrs. Koscho advised that the Board would need two (2) 10 X 25 ft. climate controlled storage units to store the fitness equipment. She went on to report that Glennloch Storage had adequate space and required no contract. She estimated the cost to be \$8,616 for the year. Mrs. Koscho then motioned to appropriate up to \$10,000.00 for the storage. The motion was seconded by Mrs. Hammons and carried.

Mrs. Koscho next explained that ExerTech would handle the preparation and storage of the fitness equipment. The current estimate was \$1,500.00. She went on to make a motion to appropriate up to \$1,800.00 to prepare and store the equipment. The motion was seconded by Mrs. Hoffman and carried.

Mrs. Koscho then explained that the Board would go through the building and mark those items that needed to be kept and reused and include the list in the demolition contract. What is not claimed by the Association or the demolition company will be donated to the Habitat for Humanity. The Board requested that the contract include a release of liability and a waiver for the asbestos from both the demo company and Habitat for Humanity.

The above motion was issued by Mrs. Koscho, seconded by Mrs. Hoffman and carried.

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

## EXECUTIVE SESSION

Mr. Burton reconvened the meeting of April 3<sup>rd</sup> in Executive Session with all Board Members and Ms. Walleck still present.

Discussion started with the homeowner request to review the bid for the plumbing repairs to the building. After a brief discussion, the Board requested Mrs. Kidney to get a written bid for the Board. There was also a question on the top fill for the trench that was discussed in the previous meeting. Mrs. Kidney advised that Mrs. Naremore was handling getting the dirt.

Ms. Walleck next advised that she had been contacted by two homeowners with regard to the additional charges from the Association. One homeowner was being treated for cancer and the other had an illness so serious that she could not negotiate on her own behalf. Each of the write offs would be less than \$125.00 each. Mr. Glocksein made the motion to waive the fees with Mrs. Hoffman issuing the second. The motion carried.

Ms. Walleck then presented the photos for an Aylesbury address and requested the Board allow a lawsuit to be filed. The owners of the property are living in Huntsville and are simply ignoring the property. After a detailed discussion of the violations, Mr. Schindler made the motion to proceed to court. The motion was seconded and carried.

Discussion next turned again to the Tennis Pro Contract. Mrs. Hoffman made the motion to approve the contract with Mr. Burton issuing the second. A lengthy discussion ensued with Mr. Glocksein agreeing to email the contract to every Board member.

The Board then agreed to negotiate further and approve the contract with an email vote.

There being no further business, the meeting adjourned.