

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 August 7, 2012 at the Faithbridge Methodist Church at 18000 Stuebner Airline, Spring, Texas 77379. Board Members in attendance were as follows:

Bill Burton
Chris Smith
Jerry Zelonish
Janet Hoffman
Bruce Holland

Connie Shinaver
Tim Mc Williams
Eileen Koscho
Bryan Thomas
Greg Schindler
John Binkley

Directors who were not present are as follows:

Vince Glocksein

Also in attendance was Stella Walleck of Consolidated Management Services.

Mr. Burton called the meeting to order and proceeded with the approval of the minutes of the previous meeting of the Board. The motion to approve the minutes was issued by Mr. Smith, seconded by Mr. Schindler and carried.

Mr. Smith next presented the security report for the Association.

The meeting then moved to homeowner input.

Mrs. Wilkinson questioned the Board on the financial reports for the Association. After a brief discussion, the Board advised that the latest audit

would be placed on the web site. Mrs. Wilkinson was also advised that she could review all of the records at the management company office.

Mrs. Hulme questioned the Board on the properties on Theiss Mail Route Road with regard to the condition of the properties. The Board advised that these properties were not included in the platted area of the subdivision. A discussion then ensued regarding force mowing the properties and how they were handled.

Ms. Walleck explained the deed restriction process and advised any homeowner to contact her office with any problems.

Mr. Thurber expressed concern over the Board's communication with homeowners.

Mr. Holland then presented the check register for the Board's review and approval. After fielding questions, Mr. Holland issued the motion to approve the checks for payment, The motion was seconded by Mr. Binkley and carried.

Mr. Burton then announced the Nominating Committee for the October elections. The Committee is as follows:

Vince Glocksein – Chairman
Chris Smith
Eileen Koscho
Ann Kidney
Eleanor Naremore

A motion was then duly made and seconded to approve the committee as presented.

The Board then briefly discussed the Amendments to the ByLaws with Mr. Burton advising that they would be sent via email and then the vote would be taken by email.

Mr. Burton next advised that the Bank was waiting for the 2011 Audit and the Tax Return before proceeding with the loan approval. These had now been submitted to the bank.

Mr. Schindler then presented information on the design criteria for the building along with proposed contractors. He went on to advise that if someone knew of a contractor who might qualify, to have them contact Bryan Thomas.

Mrs. Koscho reported for the Marketing Committee advising that they were planning the first meeting probably in September.

Mrs. Koscho then distributed the minutes and the management report for the CCMC Meeting.

The meeting next moved to new business.

Mr. Burton advised he had requested Mr. Jerry Zelonish to fill the unexpired term for Mrs. Hammons. The motion to appoint Mr. Zelonish was issued by Mrs. Hoffman, seconded by Mrs. Koscho and carried.

Mr. Burton then noted that he wanted to appoint Mr. Bruce Holland to the CCMC Committee. The motion for the appointment was issued by Mrs. Hoffman, seconded by Mrs. Koscho and carried.

Mr. Burton next called for a motion to approve the audit and have it published on the web site. The motion was issued by Mr. Holland, seconded by Mr. Smith and carried.

Mr. Burton then advised all of the Committee Chairs that they needed to submit budget numbers so that Mr. Holland can start preparing the 2013 budget.

Mr. Burton went on to advise that Mrs. Kathy Bernhardt had volunteered to fill the unexpired term for Mrs. Middleton. Mr. Schindler made the motion to appoint Mrs. Bernhardt. The motion was seconded by Mr. McWilliams and carried.

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

EXECUTIVE SESSION

The meeting of August 7, 2012 resumed in Executive Session with all Board Members and Ms. Walleck still present.

The Board resumed the meeting with a discussion regarding the early morning cleaning services for the tennis courts. Mrs. Koscho advised that Mrs. Kidney had secured three bids for the services that were being provided and presented the cost estimates for each company.

It was also noted that eliminating the the water jugs would save the Association a considerable amount of money. After further discussion, Mrs. Koscho made the motion to eliminate the water services. The motion was seconded by Mrs. Shinaver and carried with one opposing vote. Mrs. Hoffman was the opposing vote.

After further discussion of the cleaning companies, Mrs. Hoffman made a motion to award the bid to System 4. The motion was seconded by Mr. Smith and carried.

There bein no further business, the meeting adjourned.