

**MEMORIAL NORTHWEST HOMEOWNERS
ASSOCIATION**

**Minutes of a
General Meeting of the Homeowners and 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 October 1, 2013 at the Memorial Northwest Community Center located at 17440 Theiss Mail Route Road, Spring, Texas 77379. Board Members in attendance were as follows:

Vince Glocksein	Connie Shinaver
Chris Smith	Tim McWilliams
Oran Woody	Kathy Bernhardt
Janet Hoffman	Eileen Koscho
Bruce Holland	Bryan Thomas
	Greg Schindler

Mr. Glocksein called the meeting to order and proceeded with the approval of the minutes of the previous meeting of the Board. Mr. Glocksein recommended a change to the minutes and requested a motion to approve as amended. The motion was issued by Mr. McWilliams, seconded by Mrs. Shinaver and carried.

The meeting then moved to Homeowner input.

Mrs. Sherri Hulme addressed the Board concerning a property on Royal Crest with three dead trees that could potentially be damaging to other properties if there was a bad storm. Mr. Glocksein advised that the Board would look into the issue and try to resolve the problem.

Mrs. Miller addressed the Board concerning an incident with vicious dogs on her street. Mr. Glocksein then explained the various avenues available and explained why the Association had limited ability to aid in the problem.

Mr. Byrum suggested that the Association put the minutes of each meeting as well as the financial statements for each month in the newsletters.

Mr. Smith next expressed concern with how the Sheriffs handled dog issues and questioned the Board on why there was no drinking fountain in the club house. Mr. Schindler explained there was a kitchen with ice and water available.

Mr. Feldman then presented a petition to the Board concerning a deed restriction issue in his area which supported the homeowner in this matter. Mr. Glocksein then explained to those present the difference between Community Homes and this issue.

The meeting next moved to committee reports.

Mrs. Naremore reported on behalf of the Grounds Committee suggesting that the Association plant Katie Ruellia at all the entrances and eliminate the seasonal color. She went on to advise that she had secured bids for the work with Noack being the lowest bidder at \$2,294.00. After a brief discussion, Mrs. Bernhardt made the motion to approve the bid. The motion was seconded by Mr. Woody and carried with five votes in favor, three opposed and one abstention.

Mrs. Naremore next advised that the lights on the entrance at Louetta and Champion Forest Drive were out. She went on to advise that Shannon Harris of Harris Electric had agreed to put in new lights at a cost of \$1,800.00. The motion to approve the bid was issued by Mr. Schindler, seconded by Mrs. Koscho and carried.

Mrs. Naremore then advised that she was working on the bids to repair the Naremore Drive wall which had been damaged in the auto accident.

Mr. Glocksein next advised that all of the candidates running for board positions had run unopposed. He went on to request a motion to

confirm the candidates. The motion was issued by Mrs. Shinaver, seconded by Mrs. Hoffman and carried unanimously.

Mr. Holland next presented the check register for the Board's review. There being no questions, Mr. Holland made a motion to approve the checks for payment. The motion was seconded by Mrs. Koscho and carried unanimously.

Mr. Holland then presented the revised 2014 budget and reported to the board he was proposing a 5% increase. There was then a lengthy discussion regarding the increase and why it was necessary. After the discussion, Mr. Schindler made a motion to accept the budget without any inquiry. The motion was seconded by Mrs. Hoffman and failed with a vote of four in favor and six opposed.

Mr. McWilliams next motioned to increase the maintenance fee \$10.00 dollars or approximately 2.4% for the 2014 year. The motion was seconded by Mrs. Barnhart and carried by vote of six in favor and four opposed.

The meeting then moved to Area Director reports.

Mrs. Shinaver questions the fence on St. Helens Court that was replaced and debris left on the vacant lot. Ms. Walleck advised that the Association had already addressed this issue and it should be cleaned up soon. Mrs. Naremore advised that it would cost approximately \$30.00 to mow that small lot and as soon as the lot was cleaned up, she would have it mowed.

Mr. Schindler reported that he had a town hall meeting with the homeowners in his area. He went on to advise that a number of homeowners had attended the meeting and he had received a number of good ideas from those homeowners.

Mr. Glocksein next questioned the crack in the entryway of the new. Mr. Schindler explained how this occurred and advised that it was not a problem.

Mr. Glocksein next advised that the board had approved a \$625.00 severance pay check from Mr. David Trim via email. He went on to question

if there were any objections to the vote. There being none, Mr. Glocksein requested the management company send the check to the club so that he could write a letter to Mr. Trim expressing gratitude for his service.

Discussion then turned to the policies and procedures concerning the various types of members. Mrs. Hoffman explains that there was a small number who had moved from the subdivision and wanted to retain their memberships to the club. She went on to advise that the board had previously been advised of these members. The discussion took place at the same time the Board was discussing proration of grandfathered memberships. There was then a lengthy discussion regarding this class of membership and how it would affect the overall utilization of the facilities. After the discussion, Mrs. Hoffman made a motion to allow those members to continue. The motion was seconded by Mrs. Bernhardt and carried by a vote of six in favor and four opposed.

The meeting next moved to the action items for the community center management committee.

Mrs. Koscho advised that the Association manager was having problems with the current company handling the tennis court set up and club house cleaning. She went on to advise that Mrs. Kidney had secured bids to change contractor and wanted to change the contract to a company named Vanguard. Ms. Koscho made a motion to approve changing the contract to Vanguard. The motion was seconded by Mr. Schindler and carried.

Mrs. Koscho next advised that the committee had developed rental fees for shorter timeframe's than originally discussed with the Board. After reviewing the various charges, Ms. Bernhardt made a motion to approve the recommendations. The motion was seconded by Mrs. Shinaver and carried.

There being no further business for the general meeting, the board adjourned to executive session

EXECUTIVE SESSION

Mr. Glocksein called the meeting to order, with all the board members, Ms. Walleck, and Mr. Gainer and his assistant still present.

Mr. Gainer opened the meeting with a report on a letter received from the attorney who is representing the Priests. He went on to advise that he had received correspondence from an attorney requesting another year before they had to move. After a brief discussion, Mr. Schindler made a motion to accept their offer. Mr. McWilliams made the second and the motion carried.

Mr. Glocksein next requested Mr. Gainer provide the board with information on handling the loose dog issues. Mr. Gainer made a number of recommendations and advised that this was a problem throughout the industry.

Mr. Gainer went on to explain the issues with the association's recently created Policies and Procedures. He went on to make several recommendations concerning the policies and explain the legal ramifications as he saw them.

There was then a very lengthy discussion concerning the Policies and Procedures. After the discussion, it was agreed to hold off on filing of the Policies and Procedures and allow Mr. Gainer to make revisions to the documents. The motion was issued by Mrs. Bernhardt, seconded by Mrs. Hoffman and carried with a vote of seven in favor, one opposed and two abstentions.

Mr. Schindler agreed to furnish Mr. Gainer a copy of the document and Word format so that he can make the necessary changes.

Mr. McWilliams requested that the pictures on the website of the old building be removed and replaced with pictures of the new facility. Ms. Hoffman advised that this was currently being worked on.

Discussion then turned to the trainers that are allowed to train homeowners in the fitness center. It was noted that the Association currently

has a policy regarding trainers who live in the subdivision. Trainers who live in the subdivision may train homeowners who live in the subdivision as long as they provide a certificate of insurance showing that they are covered.

There being no further business the meeting adjourned.