

**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 February 5, 2013 at the Faithbridge Methodist Church located at 18000 Stuebner Airline, Spring, Texas 77379. Board Members in attendance were as follows:

Bill Burton	Connie Shinaver
Vince Glocksein	Kathy Bernhardt
Chris Smith	Eileen Koscho
Ron Hollingshead	Greg Schindler
Janet Hoffman	Holly Williams
	Tim McWilliams

Directors who were not present are as follows:

Bruce Holland	Bryan Thomas
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Also in attendance was Stella Walleck of Consolidated Management Services, Mrs. Anne Kidney and Ofc. Ivy.

Mr. Burton called the meeting to order and proceeded with a motion to approve the minutes from the previous meeting of the board. After a brief review, Mr. Hollingshead made the motion to approve the minutes as presented with Mrs. Shinaver issuing the second. The motion carried.

Mr. Burton next recognized Mr. Chris Smith who presented the security report for the Association. Mr. Smith then recognized Officer Ivy who answered questions regarding security within the subdivision.

The meeting then moved to homeowner input.

Mr. Robert McCracken, a representative from the swim team, addressed the board and advised them that the swim team practices for the subdivision swim team had been delayed until after Memorial Day. He went on to note that as long as they could use the pool, they would work around the construction.

Mr. Glocksein noted that in the past, the swim team had turned over monies collected from residents outside the subdivision to the Association. He went on to add that since the pool was closed last year the board had voted to allow them to keep those monies. He then made the motion to allow them to keep the monies collected from off premise participants this year as well. The motion was seconded by Mr. Schindler and carried unanimously.

Ms. Walleck next distributed the check register in payment of the associations funds. After briefly reviewing the check register, Mr. Glocksein made the motion to approve the checks for payment. The motion was seconded by Mrs. Hoffman and carried.

The meeting then moved to committee reports.

Ms. Koscho advised that the CCMC committee had not met during the month but she did have the maintenance and the manager's reports which she distributed to the board.

Mr. Schindler reported on behalf of of the Building Committee advising the board that they were waiting on permits which they expected to receive any day.

The Finishing Committee reported that they had yet to meet but were trying to schedule a meeting with Mr. Goshy.

Mr. Glocksein advised that he would get with the pool contractor with regard to pool opening and setting the contract.

Under actions taken outside of a meeting, Mr. Burton advised that there had been an email vote to approve the construction contract.

Mr. Glocksein next advised that any young people in the subdivision who want to lifeguard and apply to our pool contractor should be sure to notify them if they wanted to work at the Memorial Northwest pool.

Mr. David Frank who is a member of the Marketing Committee, updated the board on the status of the bids to rework the website. While the bids are being accumulated, he requested the board's permission to change the current webpage showing that it is "under construction". There was then a brief discussion regarding the website and the changes that would be made. After the discussion, Mrs. Koscho made the motion to have "under construction" posted on the first page of the website. The motion was seconded by Mrs. Hoffman and carried.

Mr. Frank then briefly reported on the other projects the committee was working on regarding the newsletter and selling advertising.

The meeting then moved to new business.

Mrs. Hoffman reported that she had been contacted by the new owners of the three-story building next to the ATR property. They are going to be running a kids camp and also have the building available for weddings showers and other functions. She went on to advise that they had questioned her about the Association using the facilities. After a brief discussion, the board agreed they would not be using the facility and advised they would need to contact Champion Printing with regard to advertising.

There being no further business, the board adjourned to executive session.

EXECUTIVE SESSION

The meeting of February 5th resumed in executive session with all board members and Ms. Walleck still present.

Mr. Burton questioned the Area Directors for any input they might have.

Mrs. Kathy Bernhardt advised that she had received a call right before the meeting from a homeowner complaining about a beauty salon operating out of a home on Northbridge. There was a brief discussion with Ms. Walleck advised that she would investigate and get a letter out to the responsible parties.

The board next entered into a discussion regarding the recreational facilities and the grandfathered members. Mr. Burton and Mr. Glocksein briefly relayed the history of the subdivision and the take over of the club. Mr. Schindler responded with his concerns about a lack of policies concerning the general areas.

Mr. Burton then advised that he would appoint Mr. Vince Glocksein, Mrs. Janet Hoffman, and Ms. Eileen Koscho to review the policies and procedures concerning the grandfathered members and any additional members that had been added since the contracts were signed.

Mr. Burton then called for a motion to approve his appointments to this committee. The motion was made by Mr. Glocksein, seconded by Mrs. Hoffman and carried.

Mr. Vince Glocksein next distributed his position paper on the cost of the clubhouse and requested it be made a part of the minutes. He went on to explain what his concerns were and why he wanted the position paper in the permanent records.

Mr. Burton reported on the loan status, noting that the appraiser would be finished by the end of the week.

There was then a brief discussion regarding the Sheriff's deputies.

Mr. Burton noted that the next meeting of the board was scheduled for March 5th .

There being no further business, the meeting adjourned.