

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

Vince Glocksein
Chris Smith
Janet Hoffman
Bruce Holland
Connie Shinaver
Tim McWilliams

Kathy Bernhardt
Eileen Koscho
Bryan Thomas
Greg Schindler
Holly Williams

Directors who were not present are as follows:

Bill Burton

Ron Hollingshead

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

Mr. Glocksein called the meeting to order and noted that there was a quorum of the board present however there was not a quorum of the homeowners.

Mr. Glocksein next called for a motion to approve the minutes of the previous meeting of the board. The motion to approve the minutes was issued by Mr. Thomas, seconded by Mrs. Shinaver and carried.

Mr. Chris Smith then presented the security report for the Association noting that there was still a problem with people not locking their vehicles to

prevent burglaries. Officer Ivy briefly reported on a few of the specific instances that had been problems in the subdivision.

The meeting then moved to homeowner input.

Mr. Robert McCracken addressed the board with regard to the pool availability for swim team practices. He went on to advise that there was not another location for the swim team to conduct their practices. Mr. Glocksein advised him that the board would be making the decision on the pool and he would get back in touch with him as to what that decision was.

Mr. Bruce Holland distributed the check registers for the board's review and fielded questions with regard to any checks that were presented for payment. There being no changes, Ms. Hoffman made the motion to approve the checks for payment, with Mr. Holland issuing the second. The motion carried

Mrs. Eileen Koscho presented the report for the community center management committee. She reported that the committee had concerns about the pool opening. She next advised that the fire lanes had been installed in the parking area and that the committee was requesting a towing contract that would allow vehicles to be towed only with the authority of Mrs. Kidney, Mrs. Koscho and Mrs. Hoffman.

Mrs. Koscho next advised that the club would like to host a pickle ball event. She requested Mrs. Bernhardt to host the event. Mrs. Bernhardt agreed.

Mrs. Koscho then noted that the committee needed a liaison for the fitness center and requested that Mrs. Connie Shinaver assume that position. Mrs. Shinaver agreed.

Ms. Koscho next advised that there were some security concerns for the recreation area. She went on to note that they needed to purchase a sign to post the community center hours. She then requested the board's input on what the sign should say and what the hours would be. After a brief discussion, and a motion made by Mrs. Hoffman and seconded by Mrs. Shinaver, the board agreed to post a sign noting that the facility would open at 6 AM, close at 12 AM and have the sign read that surveillance cameras were in use. The motion to approve the sign carried.

Mrs. Koscho next requested Mr. Smith to have the officers patrolling the subdivision get out of their vehicles and walk through the tennis court area as often as possible.

Mrs. Koscho then advised that Mrs. Kidney had secured bids to repair the asphalt at the tennis court entrance. After reviewing the bids, she recommended that the work be awarded at a cost of \$930. There was then a brief discussion regarding the repairs and the fire lanes with Mrs. Koscho issuing a motion to appropriate up to \$930 for the repairs. The motion was seconded by Mrs. Hoffman and carried.

Mrs. Koscho went on to advise that they were still having drainage problems along court eight. She went on to advise that she had a bid from Noack Landscaping to install a drain at a cost of \$507 plus an additional hundred dollars to have Brookway sod over the drain area. After a brief discussion, Mrs. Koscho made the motion to appropriate up to \$607 for the drain and the sod. The motion was seconded by Mr. Schindler and carried.

Mrs. Hoffman questioned if there was any way to recover monies from Brookway for the work that they had done to to alleviate the drainage problem. The board agreed it was probably not worth the effort.

Mrs. Koscho also reported on behalf of the marketing committee noting that they were securing bids for the website and would have the information at a later meeting.

Mr. Glocksein questioned whether the board wanted to stay with curbside trash pickup or go back to backdoor trash pickup. There was a brief discussion regarding the cost and the various services with the board agreeing to continue with curbside and continue with the recycling.

Mr. Glocksein next advised that the landscape bids from Brookway were basically the same as previous years with a slight adjustment to the fuel service charge. Mr. Glocksein then made the motion to approve the landscape contracts. The motion was seconded by Mrs. Koscho and carried unanimously.

Mr. Glocksein then went on to explain the concerns with the pool contract and advised that the contract had been placed on hold until the board could determine when it would open.

He then went on to advise that the board had approved via an email vote to engage the services of Mr. Kevin McKenna as the association's auditor. Ms. Walleck advised that Mr. McKenna had completed all of the in-house work prior to the meeting. She went on to advise that an audit should be ready by the end of the month.

Mr. Bruce Holland next presented the budget for the association's review. He distributed the charts indicating where the Association had budgeted money to those homeowners present.

Mr. Holland then went on to advise that he had been contacted by the auditor and he wanted to increase the allowance for bad debt by about \$63,000. Mr. Holland advised that he would like to see a concentrated effort on collecting the delinquent assessments. The board agreed.

There being no area director reports for the general session, the board adjourned to the executive session.

EXECUTIVE SESSION

The meeting of March 5th reconvened in executive session with all board members and Ms. Walleck still present. Also in attendance was Mr. Carl Goshy the building contractor engaged to build the new building.

Mr. Glocksein opened the meeting with a discussion with Mr. Goshy concerning the status of starting the new building. Mr. Goshy noted that the permits for the building had all been approved and he was awaiting signatures so that they could start construction.

Mr. Glocksein next explained the problems with the pool and raised the question of whether the pool could be used while the building was still under construction.

There was then a lengthy discussion regarding the utilization of the pool while the construction was ongoing. After the discussion, Mr. Goshy agreed to allow the swim team practices at the pool in late afternoon starting April 28th. He noted however, that there may be days that the practices could not take place due to the type of work that was being done. The board agreed this would not be a problem.

After further discussion, the board agreed that the pool could be open to the general membership during the month of June on the weekends. Mr. Goshy agreed this would not be a problem.

It was noted that if there were any major safety issues, the pool would be shut down. Mr. Goshy will construct a fence between the construction and the pool while the construction is ongoing. The cost of the fencing and the cleanup for each weekend will be the cost of the association's.

After the discussion, Mr. Schindler made the motion to approve the pool schedule as recommended. That recommendation being the swim team could have practices from the end of April provided there were no safety issues. The pool itself would be open to the general membership on weekends during the month of June, and the pool would be open for the season by July 4. The motion was seconded by Mrs. Koscho and carried.

Mr. Glocksein then advised the board that a homeowner had requested a meeting with the board with regard to their delinquent maintenance

assessments. Due to the time frame of the request and the next meeting of the board, it would be necessary to appoint a committee to meet with the homeowner. Mr. Glocksein requested Mr. Schindler, Mrs. Holly Williams, Mr. Bryan Thomas, Mr. Bill Burton, and himself be appointed to the committee. Mr. Glocksein then made the motion to approve the committee as appointed. The motion was seconded by Mr. Holland and carried.

There being no further business, the meeting adjourned.