

**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 June 4, 2013 at the Faithbridge Methodist Church located at 18000 Stuebner Airline, Spring, Texas 77379. Board Members in attendance were as follows:

Bill Burton
Chris Smith
Janet Hoffman
Bruce Holland
Tim McWilliams

Kathy Bernhardt
Eileen Koscho
Bryan Thomas
Greg Schindler

Directors who were not present are as follows:

Vince Glocksien
Connie Shinaver

Ron Hollingshead
Holly Williams

Also in attendance were Stella Walleck of Consolidated Management Services and Ofc. Ivy.

Homeowners in attendance were David Frank, Stan Thurber, Ben Prickett and Jennifer Herrera.

Mr. Burton called the meeting to order and proceeded with the approval of the minutes of the previous meeting of the board. There being no corrections, the motion to approve the minutes was issued by Mrs. Hoffman, seconded by Mr. Schindler and carried.

Mr. Burton then recognized Mr. Chris Smith, Vice President of Security,

who reported that there had been a problem with parking at the club area. He went on to advise that until school was officially out, an officer would be in the area to help with any situations. Mr. Smith went on to note that Klein ISD had agreed to furnish a full-time officer for the next school year.

Mr. Smith then briefly reported on the incident at the construction site concerning the removal of some stored lumber.

The meeting next moved to homeowner input.

Mr. Ben Prickett addressed the board with concerns about the proposed Section 8 housing that was proposed along Louetta and Kuyendahl. Mr. Burton recommended that he write a letter to the appropriate authorities and noted that the address was in the previous newsletter.

Mrs. Jennifer Herrera advise the board that she was a recent addition to the subdivision and had previously volunteered at her last community and would like to volunteer for activities in Memorial Northwest. She went on to ask who she needed to contact to get on the list of volunteers.

Mr. Stan Thurber thanked the board for all of their efforts in designing and constructing a new clubhouse facility for the Association.

The meeting then moved to the Treasurer's report. Mr. Bruce Holland distributed the check register reflecting the checks in payment of the associations accounts. After a brief review of the check register, Mrs. Hoffman made a motion to approve the checks for payment. Mrs. Koscho made the second and the motion carried.

Under the area reports from the directors, Mr. Tim McWilliams questioned the board on placing security cameras at the entrances. Mr. Burton noted that this was something that could be considered in future years.

The meeting moved to old business.

Mr. Burton question Mr. Schindler on the completion dates for the construction of the new clubhouse facility. There was a lengthy discussion regarding when the building would be completely finished and when it would be available to start some of the interior design work. Mrs. Koscho

noted that the committee needed time to address the decorating and furnishings and she did not see how the building would be available before Labor Day.

Mr. Schindler then suggested a soft opening for August 1 with the grand opening for September 2nd. The pool would open on July 4th as previously scheduled.

Under new business, Mr. Burton advised that he would like to appropriate the funds for the furnishings for the building. After a lengthy discussion, Mrs. Hoffman made the motion to appropriate up to \$25,000.00 for furnishings and decorations for the building. The motion was seconded by Mrs. Bernhardt and carried.

Mr. Burton next advised that there had been a considerable amount of discussion regarding charging for the new access cards. There was then a very lengthy discussion concerning the distribution of the new access cards. After the discussion Mr. McWilliams made the motion to issue one card at no charge and \$15.00 each for any additional cards or any lost cards. Upon securing the access cards, each homeowner would be required to sign an agreement agreeing to abide by the rules of the Association. The motion carried with five in favor, two opposed and two abstentions.

Mr. Burton then distributed the email received from Mr. Michael Gainer in reference to the website contract that was proposed by the marketing committee. After reviewing the comments, Mr. Burton suggested the marketing committee approach the vendor and determine if he is willing to make the necessary changes.

Mrs. Bernhardt next reported on the Pickle Ball exhibition that had been scheduled by the club. She went on to note that there were only 11 residents present however they all had a good time. Mr. Bob Boone had agreed to serve as coordinator for Saturday morning pickle ball events.

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

EXECUTIVE SESSION

The meeting of June 4th resumed in executive session with all board members and Ms. Walleck still present.

Mr. Burton reconvened the meeting and recognized Mr. Holland who reported on the status of collections. After a brief discussion, Mr. Burton requested a projection of year end profits as of May 31st. Ms. Walleck agreed to run the calculation and send it to Mr. Burton via email.

Mrs. Koscho questioned the management company on the status of the large water fountain on Naremore Court. After a brief discussion the board agreed to drive by, look at the property and discuss at the next meeting of the board.

Mr. McWilliams questioned the board's position on contractor signs and was advised that they are not allowed. He then noted that the Association had the Trustmark bank sign at the rec center. Ms. Walleck advised that the recreation center is on an unrestricted reserve and thereby not subject to deed restrictions.

Mrs. Koscho then noted that Mrs. Kidney had requested Mr. Burton to add comments to his President's letter with regard to Mr. Shannon Harris. Mr. Harris had been called out to the subdivision for two visits and not charged the Association for either call. Mr. Burton agreed to recognize him in the article.

There was then a brief general discussion about the scheduling of the clubhouse and other issues in and around the subdivision of interest to the board.

There being no further business, the meeting adjourned.