

# MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

Minutes of a Regular Meeting of the Board of Directors

June 2, 2015

STATE OF TEXAS

COUNTY OF HARRIS

The Regular Meeting of the Board of Directors of the Memorial Northwest Homeowners Association, Inc., was held on June 2, 2015, at the Memorial Northwest Community Center at 17440 Theiss Mail Route Road in Spring, Harris County, Texas, at the hour of 7 p.m. Board Members in attendance were as follows:

Phil Blagg

Ryan Pyle

Brad Roe

Janet Hoffman

Tim McWilliams

Linda Sandhop

Eileen Koscho

Bryan Thomas

Greg Schindler

Sandy Remson

Directors not in attendance is as follows:

Lawrence McKinney

Connie Shinaver

Also in attendance was Stella Walleck of Consolidated Management Services, Eleanor Naremore, Anne Kidney, and Deputy Ivey.

Mr. Blagg called the meeting to order and proceeded with the presentation of the security report. Deputy Ivey reported nothing noteworthy to report.

Mr. Blagg then accepted homeowner input. A request was put forth asking the number of times the pest control company sprays in MNW. Mr. Blagg confirmed three times a week.

Mr. Jamie DeLoatch volunteered to serve as 1<sup>st</sup> VP of contracts.

Mr. Blagg called for a motion to approve the minutes of the previous meeting of the Board. The motion was issued by Ms. Remson, seconded by Ms. Hoffman, and carried.

Mr. Blagg asked for the Deed Restrictions/ACC report. Mr. Pyle is forming an ACC committee. Spoke with Ms. Naremore and Ms. Lent about helping pick up roofing signs in yards. There have been many roofing applications because of the recent hailstorm.

Mr. Roe asked for approval of the checks. For residents owing assessments over \$1,000, Mr. Roe asked the Board to send follow-up attorney demand letters at \$58 each. For amounts under \$1,000, Mr. Roe recommended filing a lien. Mr. Roe issued a motion to file liens for those owing assessments less than \$1,000 and to send attorney follow-up demand letters for those owing over \$1,000. There was discussion surrounding Harris County's record regarding MNWBOD's legal committee. Ms. Koscho seconded the motion. There were two abstentions. The motion carried.

Mr. Blagg asked for the management committee report. Mr. Schindler, chairman, presented the RFP document and suggested we ask for six bids, interview three, and then choose one. Lengthy discussion included a comparison of our present company versus the scope of work listed in the RFP, the contract length, and miscellaneous subtopics. Several board members requested that the management company attend all board meetings. Ms. Remson requested changes in the welcome committee scope. Mr. Blagg asked for clarification on contract length. Mr. Roe pointed out that the philosophy of the RFP is different from the way our BOD has been conducting business. Mr. Schindler agreed. There was discussion regarding lack of communication among committee

members. There was discussion surrounding the length of the RFP, being 35 pages in length. Ms. Walleck will send her scope of work for the BOD immediately.

Mr. Blagg asked for BOD to e-mail suggested changes to the management committee within one week, 6-8-15 at 7 p.m. Mr. Schindler made a motion that the BOD send comments by next Monday evening to the management committee, who will then collate and send out the final RFP to the board the following week. This will be a two-week process. Mr. Roe seconded the motion. The motion carried unanimously.

Ms. Remson reported that her pool committee is identifying vendors. She stated that a couple of vendors have declined to submit estimates to work on the pool. Ms. Remson will present two to three quotes. The committee is looking at shade structure, splash pad, and potential bulkheads. She also asked vendors for their ideas/input. She will bring this information to the board in August. Ms. Remson hopes to start work in September, after homeowners have voted.

There being no old business, there was discussion of pool safety. Ms. Hoffman expressed concern over lack of security at the pool gate by the swim team. Mr. Pyle mentioned PACK swimmers prop open the gate as well. Ms. Kidney stated that she has addressed this issue with PACK. Ms. Walleck suggested the swim team hire gate guards to man the pool gates. Mr. Pyle will follow up on this suggestion immediately.

Ms. Kidney advised she spoke with insurance company of the swim team. There was no definite answer for whose insurance would be filed under for any incident involving the swim team, that it was incident-dependent.

Mr. Schindler asked to move forward with some type of contract/agreement with the swim team for private events. Mr. Blagg asked to table this issue. Mr. Schindler made a motion that the Board institute a contract with the swim team, basically including agreement of pool use, liability, etc., regarding their private events. There being no second, the motion did not carry.

#### EXECUTIVE SESSION

Mr. Blagg stated that it is imperative that our RFP and any board members keep our Community Center manager in place.

Mr. Pyle stated that he encounters requests from homeowners to except certain deed restriction issues, for example, vinyl siding. The Board agreed that the written deed restrictions should be followed.