

MEMORIAL NORTHWEST H.O.A.
Minutes of the Board Meeting-Tuesday, December 1, 2015

The Board meeting of the Memorial Northwest HOA was held on the above date at the Memorial Northwest Community Center, located at 17440 Thiess Mail Route Road in Spring, TX.

Present:	Stan Thurber	1 st Vice President-Contracts
	Lawrence McKinney	2 nd Vice President-Security (Acting President)
	Ryan Pyle	3 rd Vice President-Deed Restrictions/ACC
	Jamie Deloatche	Treasurer
	Connie Shinaver	Area 1 Director
	Tim McWilliams	Area 2 Director
	Eileen Koshco	Area 4 Director
	Linda Sandhop	Area 3 Director
	Bryan Thomas	Area 5 Director
	Greg Schindler	Area 6 Director
	Sandy Remson	Area 7 Director
	Margie Naranjo	SCS Management Services, Inc

Absent: Janet Hoffman Secretary

Call to Order: Quorum was established. Mr. McKinney called the meeting to order at 7:03 P.M.

Homeowners to Address the Board: Mr. McKinney opened the floor to those residents wishing to address the Board. A resident addressed the Board regarding rumors in the community regarding the Board's approval of the pool renovations and the cost. The Board explained that they have not approved the renovation of the pool and proposals have not been sorted. It was explained that a pool committee is in place and will report to the Board their recommendations. The Board thanked the resident for addressing the Board directly and not listening to the rumors. The present homeowners expressed concerns regarding the following issues in the community:

1. Tennis Courts-Kids playing soccer on the courts
2. Security in the community
3. Possible Drug Dealers in the Community

The Board thanked the residents for bringing their concerns to the Board's attention. The Board will look into the possible ways to allow kids to play soccer and will address the Deputies with regards to being more visible and to monitor the home for possible drug dealing in the community.

Committee Reports:

Treasurer's Report: Mr. Deloatche presented the Treasurer's report, noting that the community is 96% collected.

Clubhouse Coordinator Report: Mrs. Kidney presented the clubhouse report requesting Board approval on the following:

1. **New Fitness Equipment-** Mrs. Kidney presented proposals to have new fitness equipment installed. After some discussion the Board tabled the proposals to get more information on the equipment.
2. **Window Film-** Mrs. Kidney presented proposals to have window film installed in the gym area. After some discussion the Board tabled the proposals to get more information on the window covering other than window film. Mr. Schindler is to research window coverings and present to the Board.
3. **New Windscreens for Tennis Courts-** Mrs. Kidney informed the Board that a few of the tennis courts need to have the windscreens replaced. After some discussion, Mrs. Koshco motion to approve Mrs. Kidney to purchase the windscreens for an amount not to exceed \$3000.00. The motion was second by Mr. Thurber. Motion passed with no opposition.
4. **New Year's Party:** Mrs. Kidney requested the Board approval News Year Party. After some discussion, the Board unanimously approved the 2016 New Years Eve party.

Contract Report: Mr. Thurber reported that he is still reviewing the contracts in an effort to familiarize himself with them. Mr. Thurber is still missing the Republic Waste Contract and requested SS Management to obtain it.

Committee Reports Continue:

Security Report: Mr. McKinney gave a brief description on what the Sheriff's contract duties are. He informed the residents and Board that the contract is 70/30 which means they are 70% in the community and 30% out of the community. Mr. McKinney warned residents of the rise of mail theft due to the holiday season.

Deed Restriction/Architectural Report: Mr. Pyle requested SCS management to look into possible automatic approval and denials of items to help save time for the residents. Mrs. Naranjo will look into the process and informed Mr. Pyle.

Area Director's Report: Area 6 Director Mr. Schindler was the only area director to give a report. Mr. Schindler reported that the Lady Bugs Club gave contribution towards the fall flowers. He will send the check to SCS management that should be deposited against landscape other.

Minutes: The Board reviewed the minutes of the November 1, 2015 Board meeting. A motion was made by Mr. Pyle to approve as presented. The motion was seconded by Mr. Thurber; motion passed with no oppositions.

Management Report: Mrs. Naranjo reported that all the 2016 statements were mailed on November 20, 2015.

Old Business: Mr. Thomas presented pool committee's report in detail with the committee's recommendations for remodeling of the pool. The committee invited Steve Buchanan of Houston Recreation and Pat Hancock of Hancock Pool Services to give their recommendations to the Board. Both Mr. Buchanan and Mr. Hancock recommended the Board do a quinite test to see the lifespan of the shell. Mr. Hancock also advised the Board to hire an engineer evaluate the pool for remodeling capability. After some discussion, the Board thanked both Mr. Buchanan and Mr. Hancock for their time and they will discuss both their recommendations at a later meeting.

New Business:

Reserve Study: Mr. Deloatche presented the reserve study proposals from Reserves Advisors (\$3,850.00) and USI Commercial (\$2,250.00). After some discussion, Mr. Schindler motion to approve the proposal by USI Commercial for the amount of \$2,250.00. The motion was seconded by Mr. Deloatche, motion passed with 12 in favor and one opposed.

Adjournment: There being no further general business to come before the Board, Mr. McKinney adjourned the general meeting at 9:15 PM.

Executive Meeting Summary: (9:16 pm -10:25 pm)

The Board reviewed the legal status report and Mr. Pyle will review the deed restriction violation noted on the report and will report his findings to the management company. The Board unanimously approved if the violations still exist to file suit against the 11 homes on the report.

The Board discussed the tennis court contract and the Mr. Gilberto Arcay request to keep the contract at the lower rate for six more months. After some discussion the Board will review the contract at the March 2016 meeting.

The Board discussed Mrs. Anne Kidney current employment classification as an exempt salary employee. The payroll company suggested based on job description and the hours worked per week, Mrs. Kidney should be classified as non-exempt hourly employee. The Board unanimously approved the change in classification and to agree to wage compensation changes removing holiday and vacation pay benefits.

Date