

# MINUTES

## **Memorial Northwest Homeowners Association**

17440 Theiss Mail Route

Klein, TX 77379

### **Meeting of the Board of Directors**

Tuesday, February 2, 2021

#### **PRESENT (Via Remote Connection)**

Greg Schindler, President

Jay Jackson, 1<sup>st</sup> Vice President

Ryan Aduddell, 2<sup>nd</sup> Vice President

Sarah Mueller, 3<sup>rd</sup> Vice President

Joy Hemphill, Secretary

Art Byram, Area 1

Gerome D'Anna, Area 3

Rebecca Talley, Area 4

Erik Bartlow, Area 6

Michelle Rodriguez, Area 7

#### **PROPERTY MANAGEMENT:**

Margie Naranjo of SCS Management Services, LLC

Cathy Jensen of SCS Management Services, LLC

#### **ABSENT:**

Victor Carranza, Treasurer

Matt Sneller, Area 2

#### **OPEN:**

Area 5

#### **NOTE:**

In deference to the shutdown orders issued by local, state and national governments as a response to the COVID-19 world pandemic, the following general session of the MNW Board of Directors was held via remote connection; the Board members and homeowners were present via remote connection.

(The membership meeting of the homeowners was held from 7:00 – 7:31 p.m.

The executive session of the Board was held from 7:46 – 8:00 p.m.)

#### **Open Session – Board of Directors Meeting. (8:05-9:05 p.m.)**

Two homeowners were present.

Mr. Schindler briefed the executive session as follows: Review of the legal status report, a discussion on how to handle cases once they are sent to the lawyer, and that presently we have one homeowner who has threatened suit and one case that is in small claims court, which is anticipated to be thrown out.

# MINUTES

**Adoption of the Agenda:** Mr. Schindler inquired if the agenda was acceptable; the Board adopted the agenda as presented.

**Homeowner Forum:**

Mr. Schindler gave a synopsis of the homeowner forum at the membership meeting occurring earlier this evening, from 7:00 – 7:31 p.m. (The minutes of the membership meeting are prepared separately.) No one wished to address the board.

**Board Referral List:**

Prior to the Board meeting, the Area Directors had reviewed the Board Referral List and sent SCS Management their recommendations. The Board approved the Area Directors' recommendations.

**Security Report – Ryan Aduddell, 2<sup>nd</sup> Vice President:**

Mr. Aduddell advised that security reports continue to come in regularly from the County. He reported the monthly neighborhood stats, highlighting that there were a low number of minor incidences.

Mr. Aduddell urges neighbors to install video cameras on their property. He says these cameras are at a low price point and have proved invaluable in assisting our HCSO officers in the past.

**Contracts Report – Jay Jackson, 1<sup>st</sup> Vice President:**

Mr. Jackson informed that he is still working with Texas Pride Disposal in acclimating them to the trouble spots of Memorial Northwest. The emphasis in the past month was concentrated on backdoor pickup for handicapped and/or elderly residents. Mr. Jackson reminds that, for an additional fee, this service is still available when needed, though homeowners must make arrangements for such directly with Texas Pride Disposal. There were also billing issues addressed the past month.

As of December 31<sup>st</sup>, a termination notice was issued to the community center cleaning company as a result of billing issues.

There has been no progress on the recent RFP, and the goal is to ramp this up soon.

Work has progressed on the tennis professional court lease contract. The tennis professional will be classified as an independent contractor and not as an employee or subcontractor of MNWHO. Fees have been discussed that the Tennis Pro will pay \$100 per month per court, with an option to change the number of requested courts four times a year, and \$250 per person per year for non-MNW residents to utilize the tennis courts. This lease agreement should be finalized in the next couple of months.

# MINUTES

## **Architectural Control – Sarah Mueller, 3<sup>rd</sup> Vice President:**

Mrs. Mueller indicated that the ACC met January 12<sup>th</sup> to discuss the ACC applications.

## **Community Club Management Committee – Gerome D’Anna:**

Mr. D’Anna informed that the CCMC did not have a meeting last month. Currently ongoing are discussions with the Marlins regarding pool usage, time and schedules for April practices and May competition meets as well as how best to safely use the parking lot. A contract is being worked out with the Marlins to ensure that such terms are firmly defined. Summer hours for pool usage have also been discussed.

The cash card for the community club manager is not working, inhibiting her ability to make the necessary purchases in running the facility. Mr. Jackson said that he would work with her and have this resolved very soon.

## **New Business:**

None

There being no further business before the Board, with a motion from Mr. Bartlow and a second from Mr. D’Anna, the meeting was adjourned at 9:05 p.m.

**The next meeting of the Memorial Northwest Homeowners Association will be:  
March 2, 2021.**