

# MINUTES

## **Memorial Northwest Homeowners Association**

17440 Theiss Mail Route  
Klein, TX 77379

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

Tuesday, September 6, 2022

### **PRESENT:**

Greg Schindler, President  
Jay Jackson, 1<sup>st</sup> Vice President  
Ryan Aduddell, 2<sup>nd</sup> Vice President  
Stephanie Williams, Treasurer  
Joy Hemphill, Secretary

Art Byram, Area 1  
Catherine Persino, Area 2  
Craig Carter, Area 4  
Erik Barlow, Area 6  
Michelle Rodriguez, Area 7

### **ABSENT:**

Kelley Minor, 3<sup>rd</sup> Vice President

### **PROPERTY MANAGEMENT:**

Ms. Tiffany Davis, Community Manager, FirstService Residential  
Ms. Joni Pursley, Sr. Director of Management, FirstService Residential

### **VACANT:**

Area 3 director  
Area 5 director

**Membership Meeting (7:10 p.m. – 7:42 p.m.)** Minutes were prepared under separate cover.

## **General Session (7:53 p.m. – 9:39 p.m.)**

Mr. Schindler informed the audience that there was no executive session held earlier as the membership meeting was held starting at 7:00 p.m.

**Adoption of the Agenda:** Mr. Schindler inquired if there were any objections or amendments to the agenda. The Board unanimously approved the agenda as presented.

## **BOARD SCHEDULED ACTIONS**

### **Introduction of New Manager:**

Mr. Schindler announced that the new management company, FirstService Residential, had begun as of September 1st. He then introduced the FirstService representatives present: Ms. Tiffany Davis, MNW's Community Manager, and Ms. Joni Pursley, Sr. Director of Management. Mr. Jackson also introduced FirstService during the Membership meeting.

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## Approve Election Committee Members:

Mr. Schindler highlighted portions of the Election Committee Handbook, dated August 13, 2022, to-wit: The President shall designate a committee consisting of three current Directors, whose position are not up for election, together with three non-board members as the Election Committee to handle absentee balloting. The polls shall open two (2) weeks prior to the October General meeting and shall close at 5 p.m. on the day before the October meeting. The Election Committee shall further be responsible for preparing the appropriate ballots, for verifying that all persons voting are qualified members eligible to vote, for conducting the voting at the October General Meeting and for counting and verifying the results of the balloting.

The Committee files the election report to the President after tabulation has been completed and certified. The Committee then presents the report to the membership at the October Membership Meeting.

The proposed Election Committee is as follows:

- Erik Bartlow
- Jay Jackson
- Cat Persino
- Anna Graham
- Darryl T. Pilate
- Douglas Helm

Mr. Schindler presented a sample ballot for the upcoming election as contained in the Election Committee Handbook 2023, dated August 13, 2022.

Mr. Schindler petitioned the board for approval of the Election Committee as well as the sample ballot. **All board members voted in favor of the Election Committee and the sample ballot.**

## The 1956<sup>th</sup> Lot:

Mr. Schindler gave a PowerPoint presentation entitled “The 1956<sup>th</sup> Lot,” seeking board input on how best to handle the issue.

After discussion of available options, **a motion to require all payments for the last four years on the 1956<sup>th</sup> lot determined during the transition to the new management company without penalties shall be requested from the owner. All members of the Board of Directors agreed.**

## Security Report:

All three deputies are back on duty. The traffic stops are up to 38 this month, compared to 20 last month. Though this is an improvement, it is felt that there needs to be more traffic stops for speeding and running stop signs. In the past few months, there has been a decrease in theft, vandalism and domestic disturbances. Our deputies have worked with several families that have at-risk adults and children to get them the resources they need. This makes a big impact on those families and their neighbors.

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In the earlier part of the month, a neighbor telephoned Mrs. Aduddell regarding a young boy standing in the rain with a bag of clothes and food who was running away from home. Mr. Aduddell contacted the contracted Sheriff's Deputies. Sheriff Deputy Philipbar immediately matched him to a description given a few minutes before from the parents. Within two minutes, Officer Philipbar arrived and secured the child to safely return him home. Thanks to the neighbor for reporting the boy and keeping an eye on him until the arrival of the sheriff deputy.

Because of recent redistricting within Harris County, the traffic-light project along Champion Forest has been put on hold. There are frequent instances when a deputy arrives on duty, he/she is instantly assigned to handling a backlog of Harris County cases, which can impede their availability in Memorial Northwest. Mr. Aduddell encourages all homeowners to report dangerous situations to 911, and include license plate and descriptions. For nuisances such as illegally parked cars, residents should call the HCSO non-emergency line: 713-221-6000.

**Treasurer's Report:** Mrs. Williams communicates the following treasurer's report: With the upcoming budget, full reports will be coming out next month.

### **Architectural Control Committee (ACC) Report**

In Mrs. Minor's absence, Mr. Schindler reports that the architectural committee is running smoothly.

### **Contracts Report:**

Mr. Jackson presented the security contract from the commissioners court. The contract has increased with inflation by \$800 a month for three deputies to be in our neighborhood. The contract is a one-year term for 70% of three officers' time, \$19,400 per month.

Mr. Aduddell adds that the option of changing to the Constables was evaluated. After consulting with surrounding HOAs, it was found that the Constable service has further degraded and the Constables are self-reporting to the Texas State Comptroller, Glenn Hegar, that they have been defunded by the efforts of Harris County Judge Lina Hidalgo. Thus, that is not a good option at this time.

**Mr. Jackson requests the board move forward with the HSCO contract. All board members voted in favor.** The president and secretary signed the new contract.

### **New Business:**

Mr. Schindler notifies that the Community Club Management Committee is no longer in existence. Thus, Corporate Resolution 2022-0301A has been voided.

Regarding the formation of a tennis entity, Mr. Schindler gave a PowerPoint titled: "Risk Management Proposal: Responsibility equals accountability equals ownership," which focused on reducing the business, governance and activity risks from the HOA, while allowing for a competitive tennis non-profit entity to manage those aspects.

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**Fitness Center:**

Mr. Aduddell requested funds (\$1,400) to purchase three benches for the fitness center as well as funds (\$633) for equipment repairs. He was directed to seek the funds from the treasurer from the fitness center budgeted amount.

(With no further business before the board, the meeting was adjourned at 9:39 p.m.)

Next Board of Directors Meeting: Tuesday, October 4, 2022