

# MINUTES

## **Memorial Northwest Homeowners Association**

17440 Theiss Mail Route  
Klein, TX 77379

### **Board of Directors Meeting Minutes**

Tuesday, January 3, 2017

#### **PRESENT**

Greg Schindler, President  
Stan Thurber, 1st Vice President  
Judy Gordon, 3rd Vice President  
Michelle Eubank, Secretary  
Jamie DeLoatche, Treasurer  
Alan Blankenship, Area 1 Director

Tim McWilliams, Area 2 Director (arrived at 7:06 p.m.)  
Gerome D'Anna, Area 3 Director  
Kelley Minor, Area 4 Director  
Bryan Thomas, Area 5 Director  
Ryan Aduddell, Area 6 Director  
Vincent D'Anna, Area 7 Director

Margie Naranjo, SCS Management Services, Inc.  
Sarah Wydrinski, SCS Management Services, Inc.

#### **ABSENT**

Karen Blackwell, 2nd Vice President

#### **Executive Session (7 – 7:29 p.m.)**

##### **Call to Order:**

**Mr. Schindler called the Executive Session to order at 7 p.m.**

***Deed Restrictions:*** The Board reviewed and discussed the Board Referral List and approved 14 accounts to receive Notice of Non-Compliance Letters, seven accounts to receive second letters, 28 accounts to be placed on hold, four accounts to be turned over to the attorney's office and four accounts to have lawsuit filed.

The Board reviewed the Legal Status Report. No additional action was needed.

The Executive Session was adjourned at 7:29 p.m.

#### **General Meeting (7:37 – 8:51 p.m.)**

##### **Call to Order:**

Mr. Schindler confirmed that a quorum was present and called the General Meeting of the MNW HOA Board to order at 7:37 p.m. There were approximately five people in the General Meeting audience.

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Mr. Schindler summarized the Executive Session as noted above.

As this was the first meeting of the year and new Board members were present, the Board members took time to introduce themselves to the present members.

## **Consent Agenda:**

As there were no objections to the Consent Agenda, it passed unanimously. Items on the Consent Agenda included:

- December 2016 Meeting Minutes
- Safety and Security Committee Minutes

## **Committee Reports:**

*Security Report:* Sgt. Romine presented the verbal report for the community stats for the month of December. Sgt. Romine informed the Board of a house that is possibly building unapproved additions to the rear of the home for rental purposes. The Board will investigate and consult with the Association's attorney on the matter. Sgt. Romine requested residents and Board members stay alert for parties in vacant homes. He requested that residents call the Sheriff's office to report anything suspicious. Sgt. Romine answered questions and addressed concerns from the residents and Board.

Mr. DeLoatche informed the Board that the cost to install a solar speed radar is \$2500. Mr. DeLoatche will forward this information to the Safety and Security Committee for further investigation.

## **Presentation:**

Per the Bylaws, Mr. Schindler presented the 2017 Goals and Plans of the President, which included the mission and vision for the year. The President and Board of Directors' Mission Statement is to "preserve property values and enhance the quality of life of all homeowners". The vision for the community is to "be the best place to live in Northwest Houston". Mr. Schindler went over the 2017 goals for the community:

- Develop plans to renovate or replace the pool for homeowner approval
- A focus on establishing quality expectations/standards for fences and overall appearance of the homes.
- Increase partnership with the county processes to provide value to our homeowners.

## **Homeowners Forum:**

Mr. Schindler opened the floor to those residents wishing to address the Board. The present homeowners expressed concerns regarding the following issues in the community:

1. The ten percent increase of annual assessments.

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2. Security concerns in the community.
3. Requested that the Board include an article in the newsletter regarding trespassers having parties in vacant homes.

The Board thanked the residents for bringing their concerns to its attention. The Board answered questions regarding the increase of assessments. The Board addressed the residents' concerns about security and agreed to put the article in the newsletter.

## **Management Report:**

Mrs. Naranjo reported that the community was 98% collected at the end of November. During the month of December, 164 deed restriction letters were mailed. A majority of those letters requested that residents clean-up their property (mildew, tree trimming, and trash cans).

## **Unfinished Business: None**

## **New Business:**

**February General Meeting:** Mrs. Naranjo inquired if the Board would like notices sent out to residents regarding the upcoming General Meeting. The Board unanimously requested that Mrs. Naranjo send out the meeting notice.

**2017 Security Contract:** Mr. Thurber presented the 2017 Security Contract with Harris County Sheriff's department with no increase. Mr. DeLoatche motioned to approve the contact as presented. Mrs. Minor seconded the motion. After some discussion, motion passed with no opposition.

## **Adjournment:**

There being no further general business to come before the Board, Mr. Schindler adjourned the General Meeting at 8:51 p.m.

- MEETING MINUTES END -