

# MINUTES

## **Memorial Northwest Homeowners Association**

17440 Theiss Mail Route  
Klein, TX 77379

## **General Meeting of the Membership and Board of Directors Meeting**

Tuesday, May 2, 2017

### **PRESENT**

Greg Schindler, President  
Alan Blankenship, Area 1 Director  
Tim McWilliams, Area 2 Director  
Kelley Minor, Area 4 Director  
Bryan Thomas, Area 5 Director  
Michelle Eubank, Secretary

Ryan Aduddell, Area 6 Director  
Vincent D'Anna, Area 7 Director (left at  
7:50 p.m.)

Margie Naranjo, SCS Management Services, Inc.

### **ABSENT**

Stan Thurber, 1st Vice President  
Karen Blackwell, 2nd Vice President  
Judy Gordon, 3rd Vice President  
Jamie DeLoatche, Treasurer  
Gerome D'Anna, Area 3 Director

### **Executive Session (7 – 7:46 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 26 accounts to receive Notice of Non-Compliance Letters, 19 accounts to receive second letters, eight accounts to be placed on hold, 13 accounts to be turned over to the attorney's office and three accounts to have lawsuits filed.

***Collections:*** The Board unanimously approved 29 accounts to be turned over to the attorney for past-due assessments of two years or more, in accordance with the Memorial Northwest Collection Policy.

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

The Executive Session was adjourned at 7:46 p.m.

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## **Board of Directors Meeting (7:50 – 8:26 p.m.)**

Mr. Schindler confirmed that a quorum was present and called the General Meeting of the MNW HOA Board of Directors to order at 7:50 p.m. There were approximately 8 people in the General Meeting audience.

## **Adoption of the Agenda:**

Mr. Schindler asked if there were any objections or amendments to the agenda. Mr. Aduddell requested a proposal for the Fitness Center be added under new business. With no objections from the Board of Directors, the agenda was amended.

## **Consent Agenda:**

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

- April 2017 Meeting Minutes
- Community Center Management Committee Minutes

**Committee Reports: No reports were given.**

**Security Report: No report was given.**

## **Management Report:**

Mrs. Naranjo reviewed the April 2017 financials, noting a 77% collection rate for current year assessments. Expenses-to-date incurred are 25% for the year. During the month of April, 343 deed restriction letters were mailed.

## **Homeowners Forum:**

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

### **1. Deed Restriction Enforcement and Process**

Mr. Schindler and Mrs. Naranjo informed the residents of the deed restriction process, roles of the Management Company and the Area Directors. Mr. Schindler requested that residents, who have issues with deed restrictions letters, contact their Area Director to review the violations. The Area Director will work with SCS Management on the violations.

**Unfinished Business: None**

**New Business:**

## **Trash Contract:**

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Mr. Schindler, in the absence of Mr. Thurber, discussed the recent letter that was received from Republic Services. The letter called for an increase in the monthly rate, and to possibly change the billing process from billing individual residents to a Community Billing system. Mr. Schindler explained after some research that Mr. Thurber believes Republic Services is in breach of its contract and requested permission to send a Breach of Contract letter to Republic Services. After some discussion, the Board unanimously approved that a Breach of Contract letter to be sent to Republic Services.

## **Fitness Center Upgrades:**

Mr. Aduddell reported that the Fitness Committee recommends that the Board approve the following upgrades and equipment replacements to the Fitness Center totaling \$34,700.28, including taxes.

1. Weight Rack with Dumb Bells & Kettle Bells: \$2,027.70
2. Lat Pull Down Machine: \$3,999
3. Gym Mats, Medicine Balls & Yoga Mats Station: \$1,599
4. Stair-master: \$7,255
5. Shoulder Press / Chest Press Machine: \$2,995
6. Leg Curl Machine: \$2,995
7. Leg Press Machine: \$3,995
8. Ab / Lower Back Machine: \$2,995
9. Bicep / Tricep Machine: \$2,995
10. Spin Bike: \$1,499.99
11. Rowing Machine: \$1,399.99

The HOA will receive \$1,700 in credits, already deducted from the total cost above, for the following equipment trade-ins:

1. Shoulder Press and Chest Press Machines: \$500
2. Leg Extension and Leg Curl Machines: \$500
3. Preacher Curl: \$150
4. Back Extension: \$150
5. Discount from vendor: \$400

Mr. Aduddell motioned to accept the proposal in its entirety. He explained that he has discussed the proposal with the Board's treasurer, Mr. DeLoatche. Mr. DeLoatche, and stated that if the Board is in agreement, funds can be made available. Mrs. Minor seconded the motion. After further discussion, the motion passed with no opposition.

There being no further general business to come before the Board, Mr. Schindler adjourned the General Meeting of the Board at 8:26 p.m.