

# MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

## Amended Minutes of a Regular Meeting of the Board of Directors

November 6, 2007

### STATE OF TEXAS

### COUNTY OF HARRIS

The Regular Meeting of the Board of Directors of the Memorial Northwest Homeowners Association, Inc., was held on November 6, 2007, at the Memorial Northwest Swim & Racquet Club at 17440 Theiss Mail Route Road in Spring, Harris County, Texas, at the hour of 7:00 p.m. Board Members in attendance were as follows:

Craig Chaszar  
Vince Glocksein  
Bill Burton  
Will Schmultz  
Van Cramer  
Janet Hoffman

Connie Shinaver  
Salome Woody  
Tom McCloud  
Doug Raska  
Bryan Thomas  
Sheila Hammon

Directors not in attendance is as follows:

Dan Katz

Debbie Redding

Also in attendance was Stella Walleck of Consolidated Management Services, Mrs. Eleanor Naremore and Ofc. Chris Ecke of Harris County Sheriff's Department.

Mr. Chaszar called the meeting to order, established that a quorum was present and moved to the approval of the agenda. There being no changes to the agenda, Mr. Cramer made the motion to approve the agenda with Mr. Burton issuing the second. The motion carried.

Mr. Chaszar then recognized Mr. Bill Burton, Vice President over Security who advised those present of the latest statistics in the Houston Chronicle article. Mr. Burton went on to advise that there had been a problem within the subdivision with vandalism to mail boxes. He went on to advise that the Deputies felt that a "reward leading to the arrest" might be appropriate.

Mr. Ecke then reported that in the past three to four weeks ten or more mailboxes had been destroyed and there had been an incident of throwing wooden pallets at vehicles.

Discussion then turned to offering the reward. After the discussion, Mr. Cramer made a motion to appropriate up to \$500.00 for information leading to the apprehension of the suspects. The motion was seconded by Mr. McCloud and carried with ten in favor and one opposed. After further discussion, the motion was tabled pending further investigation by the Harris County Sheriff's Dept. People with information will be instructed to contact the Association's deputies by filling out a form at the Community Center Office or calling them direct.

Mr. Chaszar next called for a motion to approve the minutes of the previous meeting of the Board. The motion was issued by Mr. Raska, seconded by Mr. Cramer and carried.

The meeting then moved to homeowner input.

Mr. Brian Wilkenson advised the Board that he would like to organize the volunteer group to help elderly or indigent homeowners with their home repair. Mr. Chaszar agreed to mention this in his article for the newsletter.

Mr. Ryan Simpson presented the Board with locations where they would purchase permanent speed monitoring signs for the subdivision and suggested they may want to get bids. After further discussion, the Board agreed this was not advisable.

Mr. Warne raised the question on the Board's internal controls in processing checks in payment of the Association's accounts. Mr. Cramer explained how the checks were reviewed and processed and Mr. Glocksein explained how the contracts were handled.

The meeting then proceeded with Committee reports.

Mr. Glocksein reported that there were no contracts for review until after the first of the year.

Mr. Cramer advised those present that the revenues were slightly over the budget and that the expenses in maintenance were over budget with the club expenses remaining under budget. Mr. Cramer then circulated the check register and covered the checks that were not issued in the ordinary course of business. After the review of the checks, Mr. Raska made the motion to approve the checks with Mr. Glocksein issuing the second. The motion carried unanimously.

Mr. Cramer next advised the Board of the utilization of the facility and advised that the Association needed to purchase curtains for the upstairs windows to limit the visibility of the somewhat dilapidated arbor on the back of the building. Mr. Glocksein then made the motion to appropriate up to \$600.00 for the purchase of the curtains. The motion was seconded by Mr. Burton and carried.

Mr. Cramer then advised that Mr. & Mrs. Shockley had put out the Christmas Decorations in 2006 and suggested that they be allowed to do so again for this year. He went on to advise that the Association had paid them \$500.00 to install and remove the decoration and \$200.00 to monitor the decorations during the season. Mr. Cramer also noted that the monitoring might be a problem because the Shockley's were anticipating an out of town trip during the holidays.

After further discussion, Mr. Cramer made a motion to pay Mr. & Mrs. Shockley \$500.00 for the installation and removal of the Christmas decorations. The \$200.00 for the monitoring would be decided by the CCMC if they were available to monitor the decorations. The motion carried unanimously.

The meeting then moved to Area Director reports.

Mr. Raska questioned the status of the vacuum trucks and liners for the storm sewer. He was advised that this is being handled by the County and he should check with Jerry Eversole's office.

Mrs. Woody noted that the pool she previously reported, was still bad. Ms. Walleck agreed to followup.

There being no old business to discuss, the meeting moved to new business.

Mr. Chaszar advised that the Association needed to look at revisions to the Association's bylaws and requested volunteers for the Bylaw committee. Mrs. Salome Woody and Mr. Tom McCloud agreed to work with Ms. Walleck in updating and revising the bylaws.

Mr. Burton noted that the Board needed to approve the Christmas gifts to the Sheriff's Deputies, the Brookway employee and the Club employees and made a motion to that effect. The motion was seconded by Mrs. Hoffman and carried.

Mrs. Woody questioned having the December meeting with the Board agreeing to defer this to the Executive Session.

The Board then proceeded with a very lengthy and intense discussion of the budget for 2008. Mr. Cramer presented the budget items explaining to the Board where the budget deviated from the 2007 budget.

Mr. Cramer went on to advise the Board that the budget being considered was a bare bones budget and then listed the items he felt would need to be added for consideration.

Mr. Glocksein then issued a motion to build two additional tennis courts at an estimated cost of \$75,000.00. The motion was seconded by Mrs. Hoffman. After additional discussion and with Mrs. Hoffman's approval, Mr. Glocksein withdrew his motion.

After the discussion, Mr. Burton motioned to increase the fees by 8%. The motion was seconded by Mr. Thomas.

Mr. Glocksein then requested that the minutes reflect that he does not think the Board has the right to pass such a motion and discussion continued.

The vote was tabled until the Board reconvened in Executive Session and was afforded additional discussion.

The meeting then adjourned to Executive Session.