

MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION

Minutes of a Regular Meeting of the Board of Directors

STATE OF TEXAS

COUNTY OF HARRIS

A regular Meeting of the Board of Directors of the Memorial Northwest Homeowners Association, Inc., was held on June 1, 2010 at the Memorial Northwest Community Center located 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	Connie Shinaver
Vince Glocksein	Tim McWilliams
Bill Burton	Doug Raska
Sheila Hammons	Keyth Iannelli
Janet Hoffman	Eileen Koscho
Van Cramer	Ryan Samson

Directors not in attendance were as follows:

Carmon Middleton	Corey Gale
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Also in attendance was Stella Walleck of Consolidated Management Services and Mrs. Eleanor Naremore, and Mr. David Aguilar of Republic Waste.

Mr. Chaszar called the meeting to order and established that a quorum of board members was present. He then called for a motion to approve the agenda. There being no changes, the agenda was approved as presented.

Mr. Chaszar then explained the agenda and how the meeting would be conducted requesting the homeowner hold all questions until the homeowner portion of the meeting.

Mr. Burton next presented the security report for the Association advising those present that there had been five hundred calls answered during the month. He went on to advise that the burglaries of motor vehicles had increased and recommended all homeowners make sure their vehicles are locked and no valuables are left in sight.

Mr. Chaszar then called for a motion to approve the minutes of the previous meeting of the Board. There being no corrections, Mr. Glocksein issued the motion to approve the minutes as presented with Mr. Burton issuing the second. The motion carried.

Mr. Chaszar next recognized Mr. David Aguilar of Republic Waste and a representative from Republic Services, Inc. an environmental and recycling company. They made a presentation regarding a new recycling program that would involve large recycling trash bins

with an identifier code that would provide points to the homeowners who participated, allowing them to redeem the points for coupons and other items.

The Republic Waste Representatives then fielded questions regarding the program and the materials that were accepted for recycling.

Mr. Chaszar next recognized the Fence Committee who had been requested by the Board to research options and present recommendations for replacing and unifying the external fences on the major thoroughfares of the subdivision.

Mrs. Koscho outlined the scope of the fence project and presented the alternative costs for concrete, vinyl and cedar. The Committee recommended that Louetta be the first priority with Theiss Mail Route and Champion Forest Drive coming in second and third.

The meeting then moved to a very lengthy discussion regarding overall neighborhood priorities including the fencing options, improvements necessary for the community center and estimates of required financing for the projects. The majority of the homeowners present voiced their preference for first addressing the improvements to the community center.

Mr. Cramer explained the various costs involved and the potential need for increasing the fees or assessing a one time special assessment which would be used to finance the projects. After the lengthy discussion, homeowners present agreed to assist the Board in campaigning for the necessary increases to fund the community center.

Mr. Chaszar called for a five minute break and then resumed the meeting with all Board members and homeowners present.

The meeting moved to homeowner input with Mr. See reporting on the current status of the property on Shadow Valley. Mr. Burton advised that the deputies are checking the property on a regular basis.

The meeting next moved to Committee Reports.

Mr. Cramer distributed the check register for the Association noting that the expenses were still tracking on schedule. Collections are slightly behind last year's rate but it is expected that collection efforts in June should improve the shortfall.

Mr. Cramer then covered the check register pointing out the checks that were written in payment of unusual items. He also covered the several checks that were not listed on the check register, most notably the Directors and Officers Liability Insurance check for \$10,000.00 which was issued last month and had been sent directly to the vendor.

Mr. Burton issued the motion to approve the checks in payment of the Association's bills with Mrs. Hammons issuing the second. The motion carried.

Mr. Cramer next covered the annual External Auditor's Report and noted that the Association had been given a clean bill of health. He went on to advise that he had recommended an increase in the allowance for bad debt due to the current economic climate. He also noted that the interest income and rentals were down as well.

Mr. Glocksein raised a question about the Management notes to the accounts and the original intent of the \$175.00 fee increase when the Association took over the Community Center. There was a brief discussion regarding this matter with Mr. Glocksein agreeing to provide further comments if required.

Mr. Cramer then moved to the Community Center Management report noting the maintenance items for the month. He next proceeded with the items requiring Board approval.

Item one was a fall surface for the jungle gym playground equipment with a cost not to exceed \$5,000. Mr. Burton issued the motion to approve the fall surface with Mrs. Hoffman issuing the second, the motion carried.

Mr. Cramer next advised that the committee recommended the purchase of twelve benches for the park and tennis court area at a cost not to exceed \$5,500. The motion was issued by Mrs. Hoffman, seconded by Mr. Burton and carried with six in favor and three opposed.

Mr. Cramer then advised that the Club office needed a new office computer and requested funding not to exceed \$2,000. Mrs. Hoffman made the motion to purchase the computer with Mr. Raska issuing the second. The motion carried with one opposition.

Mr. Cramer next briefly explained to the homeowners what the Committee was responsible for and its responsibilities.

Mr. Chaszar then reported on the success of the “Splash into Summer” party held on Memorial Day noting that they even had to send out for more hot dogs. He went on to thank the volunteers and noted that the swim team had been a great help.

Discussion then turned to the 4th of July with Mr. Chaszar reporting that they had possibly found someone to handle the parade and noted that there was to be a final decision by the newsletter deadline.

Mr. Cramer next asked if the Board was in favor of restarting the poker night events. Mr. Cramer advised if the Board supported he would ask Mr. Mikuenski if he would again run the events.

Mr. Burton then advised that there was a problem with non-residents in the fitness center and recommended the association adopt an identification system to allow spot checks of the area and make sure that the people utilizing the fitness center were in fact homeowners.

After a brief discussion, Mr. Burton noted that there would be random checks and the homeowners who were violating the rules would be subject to suspension of privileges.

The Board had no objections.

Discussion then returned to the poker nights with discussion of having them once a month. After the discussion, Mrs. Hammons motioned to appropriate up to \$100.00 per month for the events with the monies being spent on food and soft drinks. The motion was seconded by Mr. Burton and carried.

There being no further business for the general session, the meeting adjourned to Executive Session.