

# **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 March 2, 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  
Vince Glocksein  
BillBurton  
Van Cramer  
Connie Shinaver

Tim Mc Williams  
Tom Mc Cloud  
Doug Raska  
Eileen Koscho

Directors not in attendance were as follows:

Sheila Hammons  
Carmon Middleton  
Ryan Samson

Janet Hoffman  
Cory Gale

Also in attendance was Stella Walleck of Consolidated Management Services and Mrs. Eleanor Naremore.

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 recognized Mr. Bill Burton, Vice President – Security, who advised that Ofc. Shaffer had moved to his new position and had been replaced by Ofc. Ivy who would be coming in to present the report.

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

The meeting then moved to homeowner input.

Mr. Stan Thurber addressed the Board regarding fencing material. The board indicated the recurring need to ensure that fences are cedar and not pine, however, after typical hurricane seasons some repairs are done with pine. Mr. Thurber noted that there was a house around the

corner from his with a pine or cedar fence that has warping slats. Mr. Chaszar advised that the Association will request that the wrapped slats be replaced.

Mr. Greg Williams questioned the board on the contract deputy program and advised that he had a problem with vehicles running the stop signs at the corner in front of his home.

Mr. Burton then introduced Ofc. Ivy of the Harris County Sheriff's dept. noting that he had nineteen years service with the Sheriff's Dept. and would be providing services to the community.

Mr. Wilkinson requested the Board consider another vote on the trash service. He was as advised that the Board had discussed the issue at length and will review the results after the curbside program was in place for several months to allow time to gather data on the impacts to the community. .

Mr. Glocksein next reported that he had reviewed the D&S pool contract renewal, as well as renewals of the Northwest Pest Control Contract and the Brookway comon area maintenance contracts. He went on to explain the various prices and increases and recommended that the Board renew all three contracts. With the Boards permission, he will request all fuel surcharge items to be embedded into the contracts and appropriately specified. Mr. Burton made the motion to approve the various contract renewals with Mr. Cramer issuing a second. The motion carried.

Mr. Glocksein went on to advise that Republic requested an addendum to the contract stating what the Board and Republic had previously agreed to. The Board agreed.

Mr. Glocksein went on to advise that the Board had approved the purchase of a stainless steel diving stand for approximately \$12,500 and that the other bids had all come in over \$10,000.00 more than Sweetwater. He went on to advise that we were carefully evaluating the best placement of the Board to minimize conflicts and maximize safety with the swim team starting blocks.

Mr. Cramer next distributed the check register for the Boards review. While the registers were being distributed, Mr. Cramer reported that the Association was 82% collected for the year with about 360 outstanding accounts. He went on to advise that the expenses were under budget but this was primarily a timing issue within the budget primarily due to the seasonal pool expenses and the annual insurance renewals.

Mr. Cramer then reviewed the check register noting any items that were out of the ordinary. After the review, Mr. Glocksein made the motion to approve the checks. The motion was seconded by Mr. Burton and carried.

Mr. Cramer next reported on the Community Center Maintenance Committee (CCMC) noting the general maintenance items that had been completed. He then noted that the committee needed approval for the resurfacing of courts 11 and 12 as part of the annual preventative maintenance program whereby 2 courts are resurfaced each year. Mr. Burton made the motion to resurface courts 11 and 12 at a cost not to exceed \$6,000.00. The motion was seconded by Mr. Cramer and carried.

Mr. Cramer next noted that a cost effective system for the tennis court gate had been found and referred the Board to the written report. He went on to advise that the play structure

had been removed and that there was a maintenance issue with the elliptical machine in the weight room That was being repaired.

The meeting then moved to new business.

Mr. Chaszar advised that the Board needed to appropriate monies for the “Splash Into Summer” event at the pool opening. Mr. Glocksein made a motion to appropriate up to \$1,000.00 for the event. The motion was seconded by Mr. Burton and carried.

Discussion then turned to the 4<sup>th</sup> of July picnic. Mr. Chaszar advised that volunteers were needed to help with this event. Mrs. Naremore suggested that the Board change the event to be more like the Splash into Summer party.

Discussion next moved to the timing of the general meeting of the homeowners in which the budget is presented. After a brief discussion, Mr. Raska made a motion to leave the meeting on April 6<sup>th</sup>. The motion was seconded by Mr. McWilliams and carried.

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