

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, was held on April 2, 2013 at the Faithbridge Methodist Church located at 18000 Stuebner Airline, Spring, Texas 77379. Board Members in attendance were as follows:

Bill Burton
Vince Glocksein
Chris Smith
Ron Hollingshead
Janet Hoffman
Bruce Holland
Connie Shinaver

Tim McWilliams
Kathy Bernhardt
Bryan Thomas
Greg Schindler
Holly Williams

Directors who were not present are as follows:

Eileen Koscho

Also in attendance was Stella Walleck of Consolidated Management Services, Mrs. Anne Kidney and Ofc. Ivy.

Mr. Burton called the meeting to order and proceeded with the approval of the minutes from the previous meeting of the board. The motion to approve the minutes was issued by Mrs. Bernhardt, seconded by Mrs. Shinaver and carried.

Mr. Chris Smith reported on behalf of the Security Committee noting that the officers had been checking the tennis courts as the board had requested. He went on to advise that Officer Ivy was on a call and would be at the meeting as soon as he was finished.

Mr. McCracken reported to the board that the use of Klein High School for the swim meets would cost approximately \$1400 per meet. He went on to advise that the opponents had agreed to host the meets at their pools.

Mr. McCracken next noted that if all the meets were handled at the opposing teams pools, the swim team would lose approximately \$750 per meet on concessions. He went on to request the board reimburse the swim team for the \$1500 since this was their primary fundraiser for the year. The motion to pay the \$1500 was issued by Mr. Glocksein, seconded by Mr. Smith and carried unanimously.

Mr. Bruce Holland then distributed the check register reflecting the checks for payment of the association's accounts. After briefly covering several of the checks, Mr. Glocksein made the motion to approve the checks for payment. The motion was seconded by Mrs. Hoffman and carried.

Mr. Glocksein then presented the pool contract to the board for approval. The pool will open on May 26 and 27th for weekends only and then open full-time on July 4th. After fielding a few questions regarding the pool contract, Mr. Glocksein made the motion to approve the pool contract. The motion was seconded by Mrs. Bernhardt and carried unanimously.

On behalf of the Guidelines Committee for the facility, Mr. Glocksein requested the board's direction on a number of issues such as access cards and guest policies. There was a somewhat lengthy discussion regarding these issues with Mr. Glocksein advising that he would take it under consideration when the committee met.

Mr. Burton reported on behalf of the Community Center Management Committee noting that there were some problems with the pool house and with the lights in the swimming pool. Mr. Burton's recommendation was that the Association not expend the funds to repair the pool lights and authorize the pool to be closed at 8 PM. The board agreed.

Mr. Glocksein next advised that the pool company had provided a bid to replace two impellers on the pool pump which will help in creating better circulation of the pool water. The bid from Texas Aquatic's was \$1971.00. After a brief discussion, Mr. McWilliams made the motion to appropriate up to \$2500.00 for the replacement of the impellers. The motion was seconded

by Mrs. Shinaver and carried. Mr. Glocksein advised that they would get additional bids.

Mr. Glocksein next advised that they needed to replace the discharge pump at the pool and that Texas Aquatics had submitted a bid for approximately \$1000.00. The motion to approve up to \$1000.00 for the replacement of the Pump was issued by Mrs. Shinaver, seconded by Mr. Glocksein and carried.

Mr. Glocksein then advised that some of the safety equipment for the swim pool needed to be replaced. Texas Aquatics had requested to purchase four (4) safety tubes at a cost of \$59.00 each not to exceed \$240.00. The board agreed.

Mr. Burton next advised that he would like to start getting the committee reports in writing submitted to Mrs. Walleck prior to the meetings to be included in the board files when they were issued. There being no objections the board agreed.

Mr. Burton next advised that the Pickle Ball Clinic was scheduled for Saturday, May 18 to demonstrate the court. He went on to advise that Mrs. Kidney requested \$50.00 for the purchase of refreshments. The motion to appropriate the funds was issued by Mrs. Bernhardt, seconded by Mr. Thomas and carried.

Mr. McWilliams next expressed concern that there had been no President's letter in the past newsletter. Mr. Burton advised that he was not at the last meeting of the board and therefore could not write an article.

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

EXECUTIVE SESSION

The meeting of April 2, 2013 was recalled in executive session with all board members and Ms. Walleck still present.

Mr. Burton recognized Mr. Stan Thurber, a homeowner, who expressed concerns about the property at 8222 Pine Thistle Drive. Mr. Thurber distributed photographs taken of the property and requested the board take action to force the cleanup of the property. Mr. Burton requested the management company contact the owners and talk to them about addressing some of the issues. Mr. Thurber excused himself from the meeting.

Mr. Burton then advised that Mrs. Kidney wanted to replace the vending machines at the facility with fresh healthy vending machine products. The machines would be placed in accessible locations and completely serviced by the company that was providing the machines. All products would be free to the Association and 20% of the profit from the machines would go back to the Association. Mr. Burton requested the board's direction on whether to execute the contracts. The board agreed to replace the vending machines and to execute the contract.

Mr. Glocksein next reported on the Collection Committee that met with Mr. Washington with regards to the settlement of the judgment. After advising the board of their recommendations, Mr. Glocksein queried the board members as to any changes they might have. There being no changes, the agreement was accepted as presented.

Mr. Holland then briefly reported only final audit and the supplemental reports. He went on to explain the reports and advise that the audit was acceptable.

Mr. Holland next reported on the status of the delinquent collections being handled by the Association's attorney. He went on to recommend that the Association entertain three lawsuits and nine final demand letters. After a discussion, Mr. McWilliams suggested the filing of one lawsuit and when it was collected the board could move on to the ot

hers. After the suggestion, Mr. Holland moved to proceed with one lawsuit and nine final demand letters. The motion was seconded by Mrs. Hoffman and carried unanimously.

Mr. Burton next advised that the board needed to be careful in approving expenses that were not included in the 2013 budget. He went on to note that the budget needed to be watched carefully as we needed the funds for construction and for rebuilding the reserves.

There being no further business, the meeting adjourned.