

MINUTES

Memorial Northwest Homeowners Association

17440 Theiss Mail Route
Klein, TX 77379

General Meeting of the Membership and Board of Directors Meeting

Tuesday, February 6, 2017

PRESENT

Greg Schindler, President	Tim McWilliams, Area 2 Director (arrived at 7:08 p.m.)
Stan Thurber, 1st Vice President	Gerome D'Anna, Area 3 Director
Karen Blackwell, 2nd Vice President	Kelley Minor, Area 4 Director
Judy Gordon, 3rd Vice President	Bryan Thomas, Area 5 Director
Jamie DeLoatche, Treasurer	Vincent D'Anna, Area 7 Director
Alan Blankenship, Area 1 Director	

Margie Naranjo, SCS Management Services, Inc.
Wendy Golden, SCS Management Services, Inc.

ABSENT

Michelle Eubank, Secretary
Ryan Aduddell, Area 6 Director

Executive Session (6:50 – 7:30 p.m.)

Call to Order:

Mr. Schindler called the Executive Session to order at 6:50 p.m.

Homeowner Hearing: A Resident addressed the Board regarding a violation letter they received for their mailbox that is not in compliance. The Board informed and offered the resident that a resolution is to have the door on the mailbox replaced. After some further discussion, the Board thanked the resident for attending the meeting and within 10 days the resident will receive the Board's decision on the matter. The Board's decision is that it is expecting the mailbox lid to be repaired and in working order.

Deed Restrictions: The Board reviewed and discussed the Board Referral List and approved 27 accounts to receive Notice of Non-Compliance Letters, 17 accounts to receive second letters, 15 accounts to be placed on hold, six accounts to be turned over to the attorney's office and eight accounts to have lawsuits filed.

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

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The Executive Session was adjourned at 7:30 p.m.

General Meeting of the Membership (7:33 – 8:25 p.m.)

Mr. Schindler confirmed that there was an audience of approximately 22 people. Therefore, a quorum was not present for the General Membership Meeting. Mr. Schindler informed the present homeowners that the meeting will be for informational purposes only. The informational meeting was called to order at 7:33 p.m.

Treasurer Report:

Mr. Deloatche presented the approved 2017 budget to the homeowners and explained how their \$517 assessment is spent by category:

- Administrative 16%
- Utility 2%
- Legal 3%
- Capital Improvements 6%
- Community Center 30%
- Amenities 35%
- Collections and Deed Restriction Enforcement 3%
- Reserves 5%

Security Report:

Deputy Montoya gave a brief crime analysis report, both written and verbal, and answered questions from the present homeowners.

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. Dogs Barking – It was explained that the owner needs to keep a record of the duration of when the dog is barking and contact the Sheriff's office to report the nuisances.
2. Vehicles speeding in the community – Mrs. Blackwell explained this is an ongoing concern and that she will continue to work with the Deputies.

With no further information to be presented to the members, Mr. Schindler adjourned the General Meeting of the Members at 8:25 p.m.

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Board of Directors Meeting (8:26 – 9:05 p.m.)

Mr. Schindler confirmed that a quorum was present and called the General Meeting of the MNW HOA Board to order at 8:26 p.m.

Mr. Schindler summarized the Executive Session as noted above.

Consent Agenda:

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

- January 2017 Meeting Minutes
- Safety and Security Committee Minutes

Security Report:

Mrs. Blackwell informed the Board that it was advised, by the editor of the newsletter, to not post the crime analysis report in the newsletter, as this may deter potential buyers. The content of the report is misleading, as there is no context to the surrounding community. The Board agreed with the recommendation to not to post statistics.

Management Report:

Mrs. Naranjo reported that the community was 80% collected, as of the date of the meeting. During the month of January, 163 deed restriction letters were mailed.

Mrs. Naranjo informed the Board that the Landscape and Pool Management Contracts are expiring in March. The Board stated, as previously discussed, that they would like to obtain proposals for both contracts.

Unfinished Business: None

New Business: None

There being no further general business to come before the Board, Mr. Schindler adjourned the General Meeting of the Board at 9:06 p.m.