

# MINUTES

## **Memorial Northwest Homeowners Association**

17440 Theiss Mail Route Road  
Klein, TX 77379

## **Meeting of the Board of Directors**

Tuesday, September 4, 2018

### **Present:**

Greg Schindler, President	Gerome D'Anna, Area 3 Director
Stan Thurber, 1st Vice President	Kelley Minor, Area 4 Director
Jamie DeLoatche, Treasurer	Bryan Thomas, Area 5 Director
Art Byram, Area 1 Director	Ryan Aduddell, Area 6 Director
Sarah Mueller, Area 2 Director	

Margie Naranjo and Cathy Jensen, SCS Management Services, Inc.

### **Absent:**

Karen Blackwell, 2nd Vice President  
*Vacant Position, 3rd Vice President*  
Michelle Eubank, Secretary  
Vincent D'Anna, Area 7 Director

Open Session Audience: Approximately 8 homeowners in attendance.

### **Executive Session (7 – 7:30 p.m.)**

#### **Call to Order:**

**Mr. Schindler called the Executive Session to order at 7 p.m.**

The Board reviewed the Legal Status Reports for both Collections and Deed Restrictions, approving three homes for additional legal actions.

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

*The Meeting of the Membership then occurred from 7:33 – 8 p.m. Please see separate Minutes for details.  
The Meeting of the Board of Directors then resumed at 8 p.m.*

### **Open Session (8 – 9:05 p.m.)**

Mr. Schindler established a quorum and called the Open Session of the Meeting of the Board of Directors to order at 8 p.m. He then gave an Executive Session summary.

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## **Adoption of the Agenda:**

Mr. Schindler asked if there were any objections or amendments to the Agenda. There were no objections from the Board of Directors.

## **Open Forum:**

The homeowners in attendance were there to observe only.

## **Board-Scheduled Actions:**

### **Process Board Referral List:**

The Board reviewed and discussed the Board Referral List and approved 24 accounts to receive Notice of Non-Compliance Letter(s), four accounts to receive Second Letter(s), four accounts to be placed on Board Hold, seven accounts to be turned over to the attorney's office, and two accounts to have lawsuits filed.

### **Approve Election Committee:**

TABLED. The Board will vote via email.

## **Additional Business:**

### **Pool Renovation Voting Results:**

Mr. Schindler discussed and reviewed a presentation on both the voting process and tabulation of ballots for the pool renovation and assessment increase.

In addition, Mr. Schindler presented, for Board approval, a binder of ballots, which both the Secretary (Mrs. Eubank) and he, as President, approved. This binder is to be accepted as the HOA's Record of Votes after an audit by a Committee. After discussion, Mr. DeLoatche motioned to appoint Mr. Thurber as Audit Committee Chairman and upon approval by the Committee, accept the binder. The motion was seconded by Mr. Aduddell. The motioned passed unanimously.

## **Adjournment:**

There being no further general business to come before the Board, Mr. Schindler adjourned the Meeting of the Board of Directors at 9:05 p.m.

*The next Meeting of the Board of Directors will be held on Tuesday, October 2, 2018.*