

Minutes of the Monthly Meeting of The Memorial Chase Community Improvement Association Board of Directors

March 13, 2025

Fire Station 9755 Landry

Call To Order

Mikel Fontana, President called the meeting to order at 7:01 pm. Board members in attendance were Norma Avila, Annie Allen and Celene Keserich. Drew from Sterling ASI was also in attendance.

Adopt Agenda

A motion was made, seconded, and passed unanimously to adopt the agenda as presented.

Homeowner/Guest Input

None

Approval of Minutes

February 13, 2025 monthly board meeting minutes were approved as presented.

Management Reports

Financial

February 2025 financials were reviewed.

Collections

The current attorney report was reviewed. There are four accounts to be validated by Drew for payment received.

Deed Restrictions

The monthly report was reviewed. All letters were sent.

ACC Applications

The following ACC form(s) was reviewed and approved:
17011 Kirkchapel- Solar screens.

Monthly Invoices

Checks were reviewed and signed by the board.

Old Business

Sterling ASI Invoice - Additional charge details are still pending. *3/13/2025 RESOLVED*

Pool Pump Status- The pool pump is not working. Southwest Pools has been contacted to quote for repair/replacement. *3/13/2025 Still waiting for Harris County inspection of pool and then will address pump and any additional items that need to be addressed.*

Sterling ASI Pending Items - There are five pending items that Drew Jones will investigate and report on at next month's meeting. These continued errors are resulting in continued correction, by Board President, with vendors and bank to maintain order/timely payment to the association accounts.

The errors are:

- 1) Newest monthly increase in Sterling monthly service charge
 - 2) May 2024 invoice for copying charges & November 2024 invoice for copying charges
 - 3) Water bill invoice payment by unauthorized entity
 - 4) check posted without information to our account
 - 5) Two bank deposit errors (one overage and one under).
- 3/13/2025—The above issues have all been RESOLVED.*

New Business

Annual Pool Party- The party will take place on May 17th from Noon to 2:00pm. ID will be required for entry.

Management Certificate- Drew advised the renewal of the Management Certificate is required from the attorney. He will contact and obtain information/price to secure.

Next Meeting Scheduled

April 10, 2025 @ 7:00pm – Fire Station

Adjourn

With no further business to come before the board, a motion was made, seconded, and passed unanimously to adjourn at 7:18 pm.

Celene Keserich, Secretary