

MEMORIAL BEND CIVIC ASSOCIATION

BOARD MEETING MINUTES

**June 13, 2023; AT MEMORIAL DRIVE UNITED METHODIST CHURCH, ROOM D206,
12955 MEMORIAL DRIVE, HOUSTON, TX 77079**

BOARD MEMBERS PRESENT

Jennifer Blackburn
Erica Jordan
Jody Lee
Michelle Miller
John Nguyen

BOARD MEMBERS ABSENT

Erika Sorsby
Ed Teng

IN ATTENDANCE

Also in attendance was Robin Menuet from the ARC committee.

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, the Board Meeting was called to order at approximately 7:05 p.m.

ADOPTION OF AGENDA

J. Nguyen motioned to accept the agenda as presented. It was unanimously approved.

APPROVAL OF 05/16/2023 BOARD MEETING MINUTES

Upon a motion duly made by J Nguyen and seconded by E Jordan, the Board approved the May 16, 2023 Board Meeting minutes

PRESIDENT'S REPORT

Discussion of the attendance requirements for board members. John volunteered to reach out to board members not present at the meeting. The Board continued the discussion regarding monuments at the entrances to the neighborhood. It was requested to get a bid for cleaning and refurbishing the monuments rather than replacing them. Erica will call Stonewood for a bid on cleaning and resealing and future maintenance. Robin will ask for an updated bid and get information from Memorial Plaza regarding their monuments. We are currently paying \$1700 for landscaping services. Erica will ask LMS about a new vendor that carries insurance.

We should have a new Constable beginning July 15, who can accommodate our requested evening patrol hours. HPD is working with a consultant regarding Flock cameras. Our neighbor would need approximately 4/5 cameras to be effective. We will invite Flock consultants to BOD meeting and ask for recommendations and a bid.

TREASURER'S REPORT

Ed wasn't in attendance, but reports were sent ahead of the meeting. There was discussion of options for attendance, perhaps Zoom meetings, changing days of the week may require a new venue, etc.

COMMUNICATIONS UPDATE

2nd Quarter newsletter to be prepared for late June distribution. Mid next week Jody will send a draft of newsletter to BOD for review. It will include reminders such as prepare for hurricane season, water lawn, please slow down now that children are home from school. It will also include an invitation to join

the neighborhood for the Fourth of July bike parade. The board has been asked to sponsor hotdogs for the event. The motion was made and it was passed that the BOD would donated \$200 to sponsor the event. Also mentioned for inclusion in the newsletter, District G Super Neighborhood free movies at area parks this summer, link to Mary Nan's newsletter, summer fun events from Kendall Library.

J Blackburn will search for prior approved BOD meeting minutes that need to be posted on our website. She will send to J. Lee. Erica will ask local boy scout troop if they would be interested in a fund raiser that would help the neighborhood by painting address markers on curbs.

Jody to contact LMS to move forward with information capture project. Due to the timing, we will move the gift card drawing date to noon on Labor Day, September 4.

CONSTABLE UPDATE

No crimes reported. There were 34 auto accidents reported.

ARC Update

There has been a major slow down in building this month. A project on Gretel and a project on Electra have stopped. The county has stopped a project on Isolde due to drainage issues. Interviews for architects for the ARC committee have been unfruitful. John motioned that we list ACC Partners as a resource for property owners interested in building to help get projects approved through ARC. Jennifer seconded the motion and it was approved that they could be listed as a resource.

SUPER NEIGHBORHOOD REPORT

Robin spoke to Officer Whitaker regarding sexual assault near parking lot of Terry Hershey park. He reiterated that we should not use the trail alone, consider carrying a whistle or taser on the trail. The city of offering a new program to remove dead or diseased trees free of charge. Jody will include this information in the newsletter. County trying to make Flock cameras more affordable. Be aware that beginning June/July there will be a project to asphalt Memorial Drive from Wilcrest to Kirkwood.

COMMITTEE UPDATE TO REVIEW/REVISE ASSOCIATION GOVERNING DOCUMENTS

After some research, it does not appear that a "template" for our neighbors governing documents exist as each has been customized to the needs of the particular neighborhood. The committee will be reviewing these documents for best practices for updating our documents. The committee next meets on July 10. Their goal is to finish by September. This should give us time to communicate the changes and ask for a vote at the beginning of 2024.

OTHER ISSUES

No other issues were brought up at this meeting.

ADJOURNMENT

There being no further business to discuss, the Board Meeting adjourned at approximately 8:29 p.m. The next Board Meeting will be held on 07/11/2023, at 7:00 p.m., at Memorial Drive United Methodist Church, Room D-206, 12955 Memorial Drive, Houston, TX 77079.