

# **MEMORIAL PARKWAY HOMEOWNER'S ASSOCIATION**

## **BOARD OF DIRECTORS' MEETING AGENDA**

Date: Tuesday, December 9, 2025

Executive Session (Board only): 6:30 PM (CT)

Open Meeting: 7:00 PM (CT)

Location: 21600 Cimarron Parkway, Katy, TX 77450

### **Executive Session (6:30 PM – Board only)**

- Topics may include: personnel matters; contract negotiations; pending/threatened litigation; individual enforcement actions; confidential attorney communications; and privacy-sensitive matters.
- No owner attendance. Any decisions will be summarized in the open meeting.

### **Open Meeting (7:00 PM)**

- 1) Homeowner Forum (speaking time limited to three (3) minutes)
- 2) Call to Order & Establish Quorum
- 3) Session Summaries (for the record, no action)
  - A. 11/8 Special Meeting: Board positions selected; new attorney voted and selected
  - B. 11/21 Special Meeting: New administrative assistant hired; 2026 budget discussed and moved to Dec 9 for approval
  - C. Executive Session Summary: Brief summary of matters discussed and any actions taken in the 6:30 PM session
- 4) Approval of Prior General Meeting Minutes (October 14th 2025)
  - Annual members meeting: minutes from 2025 will be approved in 2026 annual meeting.
- 5) Treasurer's Report
- 6) ACC Status update and review of membership
- 7) Committee Reports
  - A. Facilities
  - B. Grounds
  - C. ACC
  - D. Security
  - E. Recreation

## 8) Old Business

- A. Budget Approval (moved from 11/21)

## 9) New Business

- A. Management Platform Introduction: manageCasa
- B. Introduction of New Employee: Avery
- C. Creating New and Restructuring Committees: Combining Facilities and Grounds
  - **Infrastructure Committee** – A committee dedicated to addressing the severe decay of community infrastructure. This committee shall focus on the inspection, repair, long-term planning, and capital projects for fixed assets, including streets, sidewalks, and drainage systems.
  - **Garden and Beautification Committee** – Focused on enhancing the aesthetic appeal of the common areas through landscaping projects and management of clubhouse garden areas.
  - **Oasis (Older Adults Sharing In Service)** – Focused on coordinating volunteer efforts and skills-sharing among older adult residents in service to the community.
  - **ByLaws Committee** - Focus on the update and review of the ByLaws currently in existence. Create recommendations for the community to vote on in the next election. Current ByLaws have language from 1977, updates are required to incorporate legislation that has passed since, add Board member term limits, etc.
  - **Financial Review Committee** - Review options to grow the reserves to help ensure our dues stay low, but we can still perform Capital Improvement Projects.

## 10) Adjournment

- Next Board Meeting: Tuesday, January 6, 2026 at 7:00 PM