

Meadowlake Farms Cluster Homes Association, Inc.

BOARD OF DIRECTORS MEETING

August 9, 2023 6:30 pm via Zoom

1. Establish Quorum & Call to Order

Board Members Present: Nancy Noble (Pres), Becky Weldon (Treas.), Kristi Wilson (Sec.), Julia Del Casal (Member-at-Large)

Board Members Absent: None

Homeowners: None

Also Present: Sarah Knaub, Victory Community Management, Inc.
A quorum of board members was present.

Ms. Noble called the meeting to order at 6:36 pm.

2. Open Forum: No homeowners present.

3. Approval of Minutes: Ms. Noble made a motion, which was seconded and unanimously approved to approve the minutes of the board meeting held July 12, 2023.

4. Reports

- a. Treasurer's Report — Ms. Weldon reviewed the July Treasurer's Report.
- b. Architectural Requests – A motion was made, seconded and unanimously approved to approve the request from the owner of 115C to have their siding painted Heritage Blue.
- c. MFHA Report – Ms. Weldon provided a report from the last MFHA board meeting. The schedule for Cluster Homes representatives to attend the MFHA board meetings is:
Sept 5: Ms. Weldon Oct 3: Ms. Wilson Nov 7: Ms. Noble Dec 5: Ms. Del Casal
- d. Manager's Report — The Manager's Report was sent out via email. Ms. Knaub reviewed with the board members.
 - The first covenants compliance inspection has been completed. The first notices will be Courtesy Notices giving homeowners 30 days to remedy any violations. After the next inspection, Covenants Compliance Notices will be sent and homeowners will be expected to complete any necessary remediation within the timeframe specified on the notice.

5. Old Business

- a. Reserve Study: The draft of the reserve study was sent out via email. Ms. Knaub reviewed the major components of the study. A meeting will be scheduled to review the study with the reserve analyst.

b. Tree Removal: Decision was made to approve tree removal quote and work with Top n Drop.

6. New Business: The board requested Victory Community Management move \$5,000 from the Operating Reserve money market account and \$45,000 from the Replacement Reserve money market account into 9-month CDs. The CD rate is currently 5.00%.

7. Calendar/Adjourn

The next meeting will be held Wednesday, September 13, 2023 at 6:30 pm via Zoom.

The meeting was adjourned at 8:09 pm.

Minutes prepared by Kristi Wilson, Secretary.