

Meadowlake Farms Cluster Homes Association, Inc.

BOARD OF DIRECTORS MEETING
October 11, 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 (Vice President)

Board Members Absent: None

Homeowners: Chris Harper, Jeff Daniels, and Karen Forrest

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:

Positive feedback on the dumpster and new color palette/beautification.

3. Approval of Minutes:

Ms. Noble made a motion, which was seconded and unanimously approved to approve the minutes of the board meeting held Sept. 13, 2023.

4. Reports:

- a. Treasurer's Report — Ms. Weldon reviewed the September Treasurer's Report.
- b. Architectural Requests -- A motion was made, seconded, and unanimously approved to approve the following requests:
 - i. 112B: Replace the current fence with a 6' shadowbox-style fence.
 - ii. 112B: Waived the color palette requirement due to the siding being in good condition.
 - iii. 105B: Paint siding Weekend Getaway
 - iv. 111A: Paint siding Englewood Cliffs

The board confirmed that all fences are to be wood, but that both 4' and 6' heights are acceptable, as are both shadowbox and dog-eared privacy styles.

- c. MFHA Report – Ms. Wilson provided a report from the last MFHA board meeting.

The schedule for Cluster Homes representatives to attend the MFHA board meetings is:
Nov 7: Ms. Noble Dec 5: Ms. Del Casal

Minutes Approved November 8, 2023

- d. **Manager's Report** — The Manager's Report was sent out via email. Ms. Knaub reviewed with the board members.
 - i. **Covenants Compliance Inspections** – There have been lots of improvements made to properties around the neighborhood. A follow-up inspection will take place later this week.
 - ii. **Roll-off Container** — The container seems to have been put to good use. It was on-site longer than expected due to a mistake by the service provider.
 - iii. **Tree Issue** – A motion was made which was seconded and unanimously approved to remove the linden tree that uprooted during the recent storm.

5. Old Business:

- a. **AGM Planning**: The annual meeting is scheduled for November 15, 2023 via Zoom. Time: 7:00 pm, board joins at 6:30 pm
Update to PowerPoint: Nancy will start and send out to all for review. Finalize by November board meeting.
- b. **Draft 2024 Budget**: The board reviewed the draft budget for 2024 and made a few revisions. The proposed assessment for 2024 is \$92/month. The proposed budget will be presented to the membership for their review and comment at the annual meeting.

6. New Business

At 7:30pm, a motion was made, seconded, and unanimously approved to move into executive session for the purpose of discussing assessment delinquencies and a homeowner's request for an exception to the Rules & Regulations. Upon exiting executive session, the following motions were made, seconded and unanimously approved:

- a. Additional space approved for 4 months.
- b. Transfer two remaining collections cases to the new collections attorney.
- c. Obtaining quotes for permanent pothole repair and decline to reimburse for vehicle repair.
- d. Approve authorization of Ms. Knaub to ask attorney on legal opinion regarding parking.

7. Calendar/Adjourn

The next meeting will be held Wednesday, November 8, 2023 at 6:30 pm via Zoom. The Annual Meeting will be Wednesday, November 15, 2023 at 7:00 pm via Zoom.

The meeting was adjourned at 8:13 pm.

Minutes prepared by Kristi Wilson, Secretary.