

# Meadowlake Farms Cluster Homes Association, Inc.

## BOARD OF DIRECTORS MEETING

September 13, 2023 6:30 pm via Zoom

### 1. Establish Quorum & Call to Order:

Board Members Present: Nancy Noble (Pres), Becky Weldon (Treas.), Kristi Wilson (Sec.)

Board Members Absent: Julia Del Casal (Vice President)

Homeowners: No homeowners present.

Also Present: Sarah Knaub, Victory Community Management, Inc.

*A quorum of board members was present.*

Ms. Noble called the meeting to order at 6:41 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 August 9, 2023.

### 4. Reports:

- a. Treasurer's Report — Ms. Weldon reviewed the August Treasurer's Report.
- b. Architectural Requests -- A motion was made, seconded and unanimously approved to approve the request from the owner of 102A to change the color of her siding to Copley Grey.
- 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:

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.
  - i. Covenants Compliance Inspections - The first round of covenants compliance notices have been sent out.
  - ii. Roll-off Container- Motion was made, seconded and unanimously approved to schedule with GFL to have a 30-yard roll-off container on site for resident use from Oct. 4 to Oct. 10.
  - iii. Tree Removal Contract- Motion was made, seconded and unanimously approved to contract with Top and Drop in January for tree removal.

Minutes approved 10/11/2023

**5. Old Business:**

Reserve Study: Ms. Knaub reported the reserve study has been finalized.

**6. New Business**

- a. AGM Planning: The annual meeting is scheduled for November 15, 2023 via Zoom. Volunteers to serve on the board will be solicited. Notices will be mailed to all homeowners and flyers will be placed on the message boards.
  
- b. Draft 2024 Budget: The board reviewed the draft budget for 2024 and made a few revisions.

**7. Calendar/Adjourn**

The next meeting will be held Wednesday, October 11, 2023 at 6:30 pm via Zoom.

The meeting was adjourned at 7:50 pm.

Minutes prepared by Kristi Wilson, Secretary.

Minutes approved 10/11/2023