

Meadowlake Farms Homes Association

Board Meeting Minutes –

May 6, 2025

Call to Order: Mr. Tim Wallace, President, convened the Meadowlake Farms Homes Association Monthly Board of Directors meeting at 6:33 pm. The meeting was held at the Tabb Library.

Personnel in Attendance: Tim Wallace (Pres.), Brian Bowman (Vice-Pres.), Dipak Patel (Dir.), Sarah Knaub (Community Assoc. Mgr.), Stephanie Payne (Victory Community Management)

Personnel Absent: Wilbert Smith (Sec./Treas.)

Homeowners Present: Julia DelCasal (CH Representative). One additional homeowner attended the meeting—George Duncan.

Open Forum: George Duncan brought his ARC form to be reviewed. He also provided information about several benches and playground border in the common areas.

Previous Month's Minutes: Mr. Wallace made a motion, that was seconded and unanimously approved to approve the minutes from the April 1, 2025 board meeting.

Cluster Homes Report: Ms. DelCasal reported there are no current issues to address. They did not have a quorum at their last meeting.

Financial

1. Treasurer's Report (Operating Accounts): Ms. Knaub reviewed the April Treasurer's Report.
2. Assessment status/Receivables: 97% of first-half assessments have been collected.
3. Tax returns – Taxes have been filed and the first estimated payments for 2025 have been paid.
4. Stephanie at Burks' Bookkeeping is working on the financial review.

Pool

1. Maintenance –
 - a. Wading Pool leak: Atlantic Leak Detection found and repaired leaks in the skimmer system as well as another separate leak. The total cost was \$500. The service technician provided a recommended course of action to follow moving forward.
 - b. The board reviewed a quote for replacing the wading pool pump motor which is currently inoperable.
 - c. The board reviewed and assigned responsibility to a list of maintenance items to be completed at the pool.
2. Operations –
 - a. Pool Passes: There have been approximately 40 orders to date.
 - b. Trash Service: Service will be re-started.

Grounds

- Maintenance & Repair Items:
 - The new signs for the tennis court will be installed soon.
- Landscape Bed at Pool Parking Lot: Mr. Bowman is still waiting on the quote.

ARC Requests – 104 Lakeland Crescent was approved to install a 4' privacy fence.

Victory Community Management –

Covenants compliance inspections will be resuming this month.

Old Business

- Review Open Action Items: The board reviewed the open action items.

New Business: There was no new business.

Calendar: Next board meeting is June 3, 2025 at 6:30 pm, at the Tabb Library.

Adjourn: A motion was made, seconded and unanimously approved to adjourn the meeting at 7:40 pm.