

Meadowlake Farms Cluster Homes Association, Inc.

BOARD OF DIRECTORS MEETING

May 14, 2025 6:30 pm via Zoom

1. Establish Quorum & Call to Order:

Board Members Present: Kristi Batdorf (Pres.), Julia DelCasal (Treas.), Becky Weldon (Sec.), Karen Forrest (Mem. at Large)

Board Members Absent: Chris Elliott (V. Pres.)

Homeowners Present: None

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

A quorum of board members was present.

Ms. Batdorf called the meeting to order at 6:31 pm.

2. Open Forum: No questions asked or comments made.

3. Approval of Minutes: No meeting was held in April due to the absence of a quorum. The March meeting minutes were approved by the Board via email.

4. Reports:

- a. Treasurer's report – Ms. DelCasal reviewed the April treasurer's report. A motion was made, seconded and passed to re-invest a CD set to mature at the end of May.
- b. Architectural requests – none
- c. MFHA report – Ms. DelCasal gave a report on the May MFHA board meeting, which included the upcoming opening of the pool and maintenance plans for the pool area and playground.
- d. Manager's report – Ms. Knaub reviewed the Manager's report. She advised of the progress of seasonal tree trimming and clean-up of common areas and grounds. Ms. Knaub also reviewed the latest covenant compliance report.

5. Old Business:

- a. Ms. Knaub provided an update regarding the work behind 103 and 105, which has been completed for the most part.
- b. Ms. Knaub advised that she will solicit quotes for the tree work that needs to take place prior to the paving project.
- c. Ms. Knaub suggested to the board that she continue researching signage options, with the goal of finding a cost-effective solution.

6. New Business: The board discussed the need to review and update the HOA rules and regulations. Ms. Batdorf suggested that a special meeting be planned, when all board members are present.

Executive Session: A motion was made to enter into executive session for the purpose of holding hearings for two properties with ongoing violations of the Association's governing documents. The owners of both properties had been requested to attend, but neither of them attended. Upon exiting executive session, a motion was made, seconded and unanimously approved to give both homeowners 10 days to either provide a firm plan for remedying the compliance violations or to make visible progress. If no progress or plan is in place by the end of 10 days, the board will begin assessing non-compliance charges of \$10 per day per violation until the violations are remedied or for 90 days, whichever comes first.

7. Calendar/Adjourn: The meeting was adjourned at 7:10 pm.

The next meeting will be held on Wednesday, June 11, 2025, at 6:30 pm via Zoom.