

Meadowlake Farms Homes Association

Board Meeting Minutes April 1, 2025

Call to Order: Mr. Tim Wallace, President, convened the Meadowlake Farms Homes Association monthly Board of Directors meeting at 6:30 pm. The meeting was held at the Tabb Library.

Personnel in Attendance: Tim Wallace (Pres.), Wilbert Smith (Sec./Treas.), Dipak Patel (Dir.), Sarah Knaub (Community Assoc. Mgr.)

Personnel Absent: Brian Bowman (Vice-Pres.)

Homeowners Present: Becky Weldon (CH Representative). George Duncan also attended.

Open Forum: Mr. Duncan requested information about ARC approval for a fence.

Previous Month's Minutes: There was not a quorum of board members available for the March meeting and the meeting was not held. The board approved the February 4, 2025 meeting minutes by unanimous emailed consent on March 10, 2025.

Ratify Email Approvals: Prior to the meeting, the board (1) approved a revision to the shed design previously approved at 204 Susan Newton Lane, (2) authorized the pool management company to coordinate with a leak detection contractor to determine the source of the wading pool leak, (3) approved a proposal from a private tennis instructor to rent one of the courts. All votes were unanimous, and all board members participated.

Cluster Homes Report: Ms. Weldon provided an update on the County's drainage remediation project. The project is almost complete. She also reported several sections of concrete valley gutter along the road have been replaced.

Financial

1. Treasurer's Report (Operating Accounts): An unreconciled March Treasurer's Report was reviewed. Ms. Knaub will send a final report out via email when it is available.
2. Assessment status/Receivables: 91% of the first-half assessment payments have been received.
3. Tax returns – The association's tax returns have been completed. Tax is owed for both the Federal and state returns. Ms. Knaub the financial review for 2024 is in process.

Pool

1. Maintenance
 - a. Wading Pool leak: Ms. Knaub reported the leak detection company is scheduled to be on-site later this week.
2. Operations
 - a. Pool Passes: Ms. Knaub reported on passes ordered so far.
 - b. The board requested trash service be started as of May 1 but to discontinue having recycling service.

Grounds

- Maintenance & Repair Items:
 - VDOT: Ms. Knaub reported on an update from VDOT about a repair made at the entrance to the pool parking lot.
 - Watch Light at S Bowman Terrace & Susan Newton Lane: Mr. Smith confirmed this light has been fixed
- Landscape Bed at Pool Parking Lot: Mr. Bowman reported on an upcoming meeting with a landscaper.

ARC Requests

1. Prior to the meeting, 102 Susan Newton Ln. received approval to construct a deck in their backyard.
2. The board approved a request from 105 Susan Newton Ln. to construct a 6' fence on three sides of the property. No fence will be constructed along the back property line which is adjacent to the lake.

Victory Community Management: Ms. Knaub reported on VDOT plans to repave Meadowlake Rd. The project is on their list for 2027.

Old Business

- Rules & Regulations Revision: *Resolution 2025-04-01* Mr. Smith made a motion, which was seconded and unanimously approved to adopt the 2025 revisions to the Rules and Regulations. See attached.
- Review Open Action Items: The board reviewed the open action items.

New Business

- Pool Cleanup Day: Scheduled for April 26 starting at 9:00 am. Participants will be given pool guest passes for helping.
After the meeting, it was determined that a cleanup day was not really needed.

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

Adjourn: A motion was made, seconded and unanimously approved to adjourn the meeting at 7:49 pm.