

# *Meadowlake Farms Homes Association*

## Board Meeting Minutes January 3, 2023

**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 (Dir.), Dipak Patel (Dir.), Sarah Knaub (Community Assoc. Mgr.)

**Personnel Absent:** Wilbert Smith (Treas.)

**Homeowners Present:** Nancy Noble (CH representative)

**Homeowner Forum:** No comments made.

**Previous Month's Minutes:** A motion was made, seconded, and unanimously approved to approve the minutes from the board meeting held December 6, 2022.

### **Financial**

1. Treasurer's Report (Operating Accounts): The December Treasurer's Report will be sent out via email when it is available.
2. Assessment status/Receivables: Ms. Knaub reported 1<sup>st</sup> half assessment notices will be out at the end of the month. Payments are due March 1.
3. Reserve Fund: No report given.

### **Pool**

1. Maintenance: The board reviewed several maintenance issues.
2. Operations: Ms. Knaub reported several options for 2023 pool passes. A decision will be made at the February board meeting.

### **Grounds**

1. Maintenance & repair items: The Board reviewed several maintenance/repair items.

### **Communications**

1. Website: Ms. Knaub reported the website is being updated to include pages for the Cluster Homes.
2. Facebook Page: No report
3. Newsletter: No report
4. Email List: No report

**ARC Requests:** A request by the owners of 100 Wallace Ct. to replace their windows and trim and to install a new fence was approved prior to the meeting by unanimous written consent. A motion was made, seconded and unanimously approved to approve an after-the-fact request by the owner of 100 Susan Newton Ln. to construct a six-foot privacy fence along his back and right-side property lines. The six-foot height is being approved because the property borders the exterior boundary of the neighborhood along the back and the MFHA common area along the right side.

Minutes approved 2/7/23

### **Victory Community Management**

1. Recent home sales: Mrs. Knaub reported one home has closed, at 31% over its assessed value, in the past month.
2. Covenants Compliance: See New Business
3. Miscellaneous: Ms. Knaub reported she received notice that the association's Registered Agent has moved to a different law firm.

### **Old Business**

1. Ball Field Use Agreement: The board discussed and made some revisions to the draft Ball Field Use Agreement.
2. Review Open Action Items: The board reviewed the open action items.

### **New Business:**

*Executive Session*—A motion was made, seconded and unanimously approved to enter into executive session for the purpose of discussing covenants compliance violations at one property.

*Executive Session Decision*—Upon reconvening in open session, a motion was made, seconded and unanimously approved to send a notice reminding the homeowner that the property remains out of compliance with the MFHA Rules and Regulations and will include an invitation to attend a board hearing at the next board meeting. The letter will be sent via regular mail and Certified Mail/Return Receipt Requested.

**Cluster Homes Report:** Ms. Noble reported the Cluster Homes have signed an annual maintenance contract with TSP Lawns and Landscapes. They have several other grounds maintenance projects planned.

**Calendar:** The next board meeting will be held February 7, 2023, at 6:30 pm at the Tabb Library.

**Adjourn:** A motion was made, seconded, and unanimously approved to adjourn the meeting 7:53 pm.

Minutes provided by Victory Community Management, Inc.

Minutes approved 2/7/23