

# *Meadowlake Farms Homes Association*

## Board Meeting Minutes April 4, 2023

**Call to Order:** Mr. Tim Wallace, President, convened the Meadowlake Farms Homes Association monthly Board of Directors meeting at 6:32 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.)

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

**Homeowners Present:** There were no other homeowners present.

**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 March 7, 2023.

### **Financial**

1. Treasurer's Report (Operating Accounts): The March Treasurer's Report was reviewed.
2. Assessment status/Receivables: 94% of first-half assessments have been paid. Reminder emails were sent and late notices will be issued after April 15.
3. Reserve Fund: Mr. Wallace provided an update on the reserve fund.

### **Pool**

1. Maintenance: The Board reviewed several maintenance items.
2. Operations:
  - a. Community Pool Cleanup Day set for April 29 at 10AM (w/ May 6 as rain date). Efforts by residents helps keep the cost of expenses down.
  - b. The message boards at the pool will be updated.

### **Grounds**

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

### **Communications**

1. Website: Ms. Knaub reported the website has been updated and now includes pages for the Cluster Homes.
2. Facebook Page: Will post information about the pool passes and Pool Cleanup Day.
3. Newsletter: Topics for a spring newsletter were discussed. Newsletters will be distributed via the community email list from now on.
4. Email List: Ms. Knaub will send the spring newsletter via email.

**ARC Requests:** There were no ARC requests submitted since the last board meeting.

**Victory Community Management**

1. Recent home sales: None
2. Covenants Compliance: The first of three inspections will take place in May.

**Old Business**

- Ball Field Use Agreement: Ms. Knaub reported she reviewed the draft with the softball team point of contact. She will send a revised draft to the board to review.
- Review Open Action Items: The board reviewed the open action items.

**New Business:** There was no new business.

**Cluster Homes Report:** No representative present.

**Calendar**

- The next board meeting is scheduled for May 2, 6:30 pm via Zoom.

**Adjourn:** A motion was made, seconded and unanimously approved to adjourn the meeting at 7:22 pm.

Minutes provided by Victory Community Management, Inc.