

Meadowlake Farms Cluster Homes Association, Inc.

BOARD OF DIRECTORS MEETING

June 14, 2023 6:30 pm via Zoom

1. Establish Quorum & Call to Order

Board Members Present: Nancy Noble (Pres), Becky Weldon (Treas.), Kristi Wilson (Sec.)

Board Members Absent: Julia Del Casal (Member-at-Large), Eric Taylor (Vice President)

Homeowners: Two additional homeowners attended the meeting.

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

A quorum of board members was present.

Ms. Noble called the meeting to order at 6:30 pm.

2. Open Forum: Ms. Noble and Ms. Knaub gave a brief update on the proposed exterior color palette change and implementation plan. Homeowners provided comments and asked questions.

Once all the homeowner questions were answered, Ms. Noble made a motion which was seconded by Ms. Wilson and unanimously approved to approve the revised exterior color palette and implementation plan.

Ms. Wilson had only a limited amount of time available to be at the meeting. After the vote on the updated colors she exited the meeting. A quorum was no longer present after this time.

3. Approval of Minutes: The minutes of the board meeting held May 10, 2023 will be approved via email.

4. Reports

- a. Financial Report — The board reviewed the May Treasurer's Report. Ms. Weldon reviewed the budget. Ms. Knaub reported there are only two assessments outstanding for June.
- b. Architectural Requests — There have been no architectural requests submitted since the last meeting.
- c. MFHA Report — Ms. Weldon provided a report from the last MFHA board meeting. The schedule for Cluster Homes representatives to attend the MFHA board meetings is:
July 11: Ms. Noble August 1: Ms. Wilson
- d. Manager's Report — The Manager's Report was sent out via email. Ms. Knaub provided an update on a meeting with York County staff about the drainage and erosion behind building 103. She will be reviewing previously obtained quotes for creating an alternative space for residents to store their trash and recycling totes. Ms. Knaub also reported she is compiling the documents required to be submitted for the reserve study.

5. Old Business

- a. Message Boxes: Ms. Knaub reported the new message boxes have been installed. The contractor has a few things still to do to complete the installations.
- b. Exterior Color Palette: Information about the revision to the proposed exterior color palette and implementation plan was sent via email to all homeowners and residents who have an email address on file, was sent by regular mail to all homeowners at their address of record, was posted at each of the message boxes and on the mailboxes in the area that did not have a message box, and was posted on the neighborhood's website. A vote was taken earlier in the meeting and the Resolution: Exterior Color Update was approved.

6. New Business

Board Member Resignation: Ms. Noble reported that Mr. Taylor informed her before the meeting that he wished to step down from the board. Mr. Taylor is thanked for his service to his community. Homeowners and residents will be made aware of the open seat on the board.

7. Calendar/Adjourn

The next meeting will be held Wednesday, July 12, 2023 at 6:30 pm via Zoom.

The meeting was adjourned at 7:38 pm.

Minutes prepared by Victory Community Management, Inc.