

# *Meadowlake Farms Homes Association*

## Board Meeting Minutes February 7, 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.), Wilbert Smith (Sec./Treas.), Dipak Patel (Dir.), Sarah Knaub (Community Assoc. Mgr.)

**Personnel Absent:** None

**Homeowners Present:** Becky Weldon (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 January 3, 2022.

### **Financial**

1. Treasurer's Report (Operating Accounts): The January Treasurer's Report was reviewed. Ms. Knaub reported the required 1099s have been mailed and the Association's tax documentation will be submitted to the accountant in the next few weeks.
2. Assessment status/Receivables: 1<sup>st</sup> half payments are due March 1. Invoices have been sent to all homeowners with a copy of the 2023 budget.
3. Reserve Fund: Mr. Wallace provided an update on the reserve fund.

### **Pool**

1. Maintenance: The Board reviewed several maintenance items.
2. Operations:
  - a. Residents will pay a portion of the printing/ mailing cost of pool passes this year. The fee will be \$5 per household plus \$1 per pass.
  - b. Pool pass prices for non-MFHA residents will be the same as last year: \$190 for individuals and \$300 for families. Prices will be decreased after July 1 and August 1.

### **Grounds**

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: A spring newsletter will be issued after the March Board meeting. Newsletters will be distributed via the community email list from now on.
4. Email List: Ms. Knaub will send an email with assessment reminders & pool pass information.

**ARC Requests:** One ARC request was received and denied for a 6-foot fence exception.

Approved 3/7/23

### **Victory Community Management**

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

### **Old Business**

1. Ball Field Use Agreement: Ms. Knaub provided an update on the status of revisions to the 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 to the homeowner stating that the property remains out of compliance with the MFHA Rules and Regulations. The notice will provide information requested by the homeowner about ways to bring the property into compliance. The letter will be sent via regular mail and Certified Mail/Return Receipt Requested.

**Cluster Homes Report:** Ms. Weldon provided an update on several maintenance projects underway. She reported renewed enthusiasm for neighborhood improvements.

### **Calendar**

- Next board meeting March 7, 6:30 pm at Tabb Library

**Adjourn:** A motion was made, seconded and unanimously approved to adjourn the meeting at 7:41 pm.

Minutes provided by Victory Community Management, Inc.

Approved 3/7/23