

# *Meadowlake Farms Homes Association*

## Board Meeting Minutes April 5, 2022

**Call to Order:** Mr. Tim Wallace, President, convened the Meadowlake Farms Homes Association monthly Board of Directors meeting at 6:36 pm. The meeting was held at the Tabb Library in the Group Study Room.

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

**Personnel Absent:** George Duncan (V-Pres.)

**Homeowners Present:** Julia Powell (CH Rep.)

**Homeowner Forum:** No issues discussed.

**Previous Month's Minutes:** A motion was made, seconded and unanimously approved to approve the minutes from the board meeting held March 1, 2022.

### **Financial**

1. Treasurer's Report (Operating Accounts): Ms. Knaub presented the latest Treasurer's Report and answered questions from the board.
2. Assessment status/Receivables: Approximately 90% of first half assessments have been received.
3. Reserve Fund: \$298,639.

### **Pool**

1. Maintenance: Ms. Knaub and Mr. Wallace provided an update on several plumbing and equipment issues. Ms. Knaub reported both Newport News WaterWorks and HRSD refunded MFHA the full usage amounts they paid as a result of two plumbing leaks that occurred in January.
2. Operations:
  - 2022-2023 Clearwater Contract: Prior to the board meeting, the 2022-2023 Clearwater Pool Management contract was approved unanimously via email.
  - SwimmingPoolPasses.com: Ms. Knaub reported the site is updated and is live.

### **Grounds**

1. Maintenance & repair items: The new sign at the Victory Blvd. entrance has been installed.
2. Tennis Ct color coat: No new developments.
3. Pool Parking Lot: The board will look into having a contractor repair, re-seal and re-stripe the parking lot.

### **Communications**

1. Website: Ms. Knaub reported she has updated the website with this year's pool information.
2. Facebook Page: Nothing to report.

Approved 5/3/22

3. Newsletter: Nothing to report.
4. Email List: Nothing to report.

**ARC Requests:** No requests since last meeting

### **Victory Community Management**

1. Recent home sales: Ms. Knaub reported on the recent sale of one of the townhomes.
2. Tennis Court Rental: Ms. Knaub has confirmed the tennis courts will be rented by two tennis instructors on Tuesdays and Thursdays from 5:00 – 7:00 pm beginning May 10. The instructors will take care of providing insurance and a sign to post on the gate.
3. Misc.: Ms. Knaub reported on progress with several VDOT work requests.

### **Old Business**

1. Victory At Tabb Development: No new developments.
2. Review Open Action Items: The board reviewed the open action items.

### **New Business :**

- Kyle Circle Common Area: The board approved the installation of posts and a chain across the entrance to the common area. Ms. Knaub was asked to purchase a No Trespassing sign that will be mounted on one of the posts.

**Cluster Homes Report:** Ms. Powell provided an update on the progress of several maintenance projects at the Cluster Homes.

### **Calendar**

- Next meeting: May 3, 2022, 6:30 pm at Tabb Library

**Adjourn:** A motion was made, seconded and unanimously approved to adjourn the meeting 7:25 pm.