

Meadowlake Farms Homes Association

Board Meeting Minutes November 1, 2022

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 via Zoom.

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

Personnel Absent: None

Homeowners Present: Kristi Wilson (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 October 4, 2022.

Financial

1. Treasurer's Report (Operating Accounts): The October Treasurer's Report will be emailed to the board once bank statements are available.
2. Assessment status/Receivables: Ms. Knaub reported that 97% of assessments have been paid.
3. Reserve Fund: Mr. Wallace provided a report about the reserve fund.

Pool

1. Maintenance: Board reviewed several maintenance issues.
2. Operations: No new developments.

Grounds

1. Maintenance & repair items: The Board reviewed several maintenance/repair items.
2. Ball Field Update: Ms. Knaub reported no new developments.
3. Parking Lot Repairs/Sealing: Mr. Wallace confirmed the parking lot repair and sealing is scheduled for the end of October or early November.

Communications

1. Website: No report
2. Facebook Page: No report
3. Newsletter: No report
4. Email List: Ms. Knaub used the community email list to notify homeowners that the board meeting would be held via Zoom instead of at the library.

ARC Requests: None

Victory Community Management

1. Recent home sales: Mrs. Knaub reported two homes will be closing in the next month.

Approved 12/6/22

2. Covenants Compliance: The last inspection of the year was completed in September. Ms. Knaub provided an update about one property with ongoing covenants compliance issues.
3. Miscellaneous: Ms. Knaub reported she will be taking over management services for the Cluster Homes Association as of January 1, 2023. The board agreed to sharing the cost of the meadowlakefarmshomes.com website with the Cluster Homes Association. The homepage will be for both associations, with new pages for the Cluster Homes Association to be added.

Old Business

1. 2023 Budget: Mr. Smith made a motion, which was seconded and unanimously approved to approve the 2023 budget as it was presented at the annual meeting.
2. Review Open Action Items: The board reviewed the open action items.

New Business:

1. Election of Officers: Mr. Patel made a motion, which was seconded and unanimously approved to appoint board members to the following offices: Tim Wallace, President; Brian Bowman, Vice President; Buddy Smith, Secretary/Treasurer. The appointments went into effect immediately and will be held for one year. The Vanguard signature cards will be updated to indicate Ms. Knaub, Mr. Wallace and Mr. Bowman are the approved signers on the reserve accounts.

Cluster Homes Report: Ms. Wilson reported they are using TSP for landscaping services on an as-needed basis until they can secure an annual contract.

Calendar: The next board meeting will be held December 6, 2022, 6:30 pm at the Tabb Library.

Adjourn: A motion was made, seconded, and unanimously approved to adjourn the meeting 7:17 pm.

Minutes provided by Victory Community Management, Inc.

Approved 12/6/22