

Meadowlake Farms Cluster Homes Association, Inc.

BOARD OF DIRECTORS MEETING

March 8, 2023 6:30 pm via Zoom

1. Establish Quorum & Call to Order

Board Members Present: Nancy Noble (Pres), Kristi Wilson (Sec.), Becky Weldon (Treas.), Julia DelCasal (Member-at-Large)

Homeowners: No additional homeowners attended the meeting.

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

Ms. Wilson called the meeting to order at 6:35pm.

2. Open Forum: No questions or comments.

3. Approval of Minutes: Ms. Noble made a motion, which was seconded and unanimously approved, to approve the minutes of the board meeting held February 8, 2023.

4. Reports

- a. Financial Report — The board reviewed the February Treasurer's Report. Ms. Knaub reported the Association's tax returns have been completed and no tax is owed. A Financial Review will be completed in the next few months.
- b. Manager's Report — The Manager's Report was sent out via email. Ms. Knaub provided an update on the status of transitioning from the previous management company. Ms. Knaub explained the purpose of the York County HOA meeting.
- c. Architectural Requests — There have been no ARC requests submitted since the last meeting.
- d. MFHA Report — Ms. Del Casal reported. Pool season is coming up. Construction status reviewed of neighboring community Victory at Tabb.

The schedule for Cluster Homes representatives to attend the MFHA board meetings is:

April 4: Mr. Taylor May 2: Ms. Wilson June 6: Ms. Weldon

5. Executive Session: Ms. Noble made a motion, which was seconded and unanimously approved, to cancel the executive session as there were no items to discuss.

6. Old Business: No questions or comments for discussion. Ms. Knaub continues to work through action items.

Approved 4/12/23

7. New Business

- a. Covenants Compliance Program: Ms. Knaub reported the first covenants compliance inspection will take place this month. The notices sent this month will be Courtesy Notices and will give homeowners 30 days to cure any violations or to contact Victory Community Management about their plan to address the issue(s). The board provided guidance about several rules and regulations. Clean up and disposal of items will continue to be the responsibility of the homeowner.

Note: After the board meeting it was decided to postpone the start of formal inspections until the exterior color palette is finalized. Ms. Knaub will continue working on compliance issues related to vehicles, trash cans, and other items not related to exterior maintenance of the home.

8. Calendar/Adjourn

A special meeting to finalize a proposed exterior color palette will be held on Wednesday, March 22, 2023 at 6:30 pm.

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

The meeting was adjourned at 7:56 pm.

Minutes prepared by Ms. Wilson, Secretary

Approved 4/12/23