

#### Meadowbrook Hills. Woods and Forest Homeowners Association

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## Annual HOA Meeting February 18, 2025 @ 6:30pm Location: Zoom

Call to Order: By: Andrew Time: 6:57 pm

#### Roll call:

Andrew Buck
Alisia O'Driscoll
Audrey Stefanko - absent
Becky Swain
BethAnn McNabb - absent
Celia Cunningham
Julia Ferry - absent
Mike Buzar
Ralph Adam Rebandt - absent

**Approval of the agenda:** The Board will either approve the agenda as presented or amend

the agenda with the approval of the Board.

Motion: will be made via email 2<sup>nd</sup>:

Yes: No:

Consent Items: Approval of January 2025 Meeting minutes

Motion: will be made via email 2<sup>nd</sup>:

Yes: No:

## **President's Report:**

- o Insurance -Celia will take over communication with insurance company
- o Taxes Celia will look into doing taxes if needed
- o Andrew will be taking over status letters for Audrey as she has resigned

#### Treasurer's Report:

o Review of financial statements - Quickbooks overview

- Statement of Activity 2023/2024
- General Ledger Oct/Nov/Dec/Jan
- Bank Balances
- 2024-2025 Budget- review 3/25/25
- o 2025 Dues Mailer Status
- o 2024/2025 Dues collection status
- Outstanding dues collection/Lien Filings Status 2023 Celia and Becky to work together.
  - Lien Process discussion
  - 11 Liens filed
  - 1 Lien to be dismissed

#### **Action Items:**

Approval of October/November/December/January Financial Statements:

Motion: will be meeting next week 2<sup>nd</sup>:

Yes: No:

**Discussion Items:** 

#### **ACC Report:**

- o Monthly Report
  - --Tree Removals (0)
  - -Request for Sheds(2)
  - -New build construction request (1)
  - -Landscape revision request (0)
  - -Violation Letters Status (4)
- o Fine discussion-(4) homes-ACC is proposing \$100 fine per month until resident has corrected the violation.
  - -Three homes have trailers Final Notice one has been removed by resident
  - -One home has nuisance Final Notice

#### **Action Items:**

Approval of \$100/mo fine starting 30 days after final notice date, effective until the resident has resolved the violation:

Motion: will email for vote 2<sup>nd</sup>: Yes: No:

#### Deed Restrictions & By Laws Report: -March Discussion

Deed restrictions and By-laws

- o Majority Vote to Modify-historical overview
- o Voting plans for 2025 January to put the plan into place

## **Common Grounds/Entrances Report:**

o Entrances

- Light out at Connaught
- Spring is Around the Corner
- Establish Committee to begin quoting for Spring
- o Park
  - Maintenance Schedule (trash, mulch, etc.)
  - Establish Committee to begin quoting clean up

## **Special Assessments Spending:**

- Who can begin quoting?
  - o Meter quote Mike deadline March 15th
  - o Addition of benches and picnic tables -TBD
  - o Fence Painting-guotes TBD
  - o Swingset quote -TBD
  - o Walking Path
  - o Additional items

## **Event Planning Report:**

- o Next Event
  - Spring Event-TBD
  - Becky will contact Meadowhill Estates to try and partner for Easter eggs
  - Summer Picnic/smaller event every other year
  - Movie Night In the Park
  - Need to Fun Committee chair

## **IT-Document Storage/Website Maintenance Report:**

- Website- Current Status
- o Jotform
- o QB Integrate payment process will look into fixing bugs
- o Website task list
- o Phase II Planning

#### **Welcome Committee/New Neighbor Information/Directory Report:**

- o Mike Buzar-Team Director will complete 7 bags, will need to purchase more items to complete more bags.
- o Assigned Committee residents to help
- o Distribution of Welcome Bags will go out ASAP
- o New resident list from status letter updates-process? -
- o Final payment ofr website due next week need to decide if we are keeping and issues can be fixed

## Other Business: tabled

Review BOD Task List-add to google drive, best way to manage? NEW Member Q&A

**Announcements:** The next regular Board of Directors meeting will be held **March 11th**, **2025**.

# 2024/2025 Monthly Meeting Schedule:

- November 11th, 2024-First Meeting of the Fiscal Year
- December 10<sup>th</sup>, 2024
- January 14<sup>th</sup>, 2025
- February 11<sup>th</sup>, 2025
- March 11<sup>th</sup>, 2025
- April 8<sup>th</sup>, 2025
- May 13<sup>th</sup> 2025
- June 10<sup>th</sup> , 2025 July 8<sup>th</sup> , 2025
- August 12th, 2025
- September 9<sup>th</sup>, 2025
- October 21st, 2025-Annual Meeting

**Adjournment Meeting:** Time: 9:09 pm

> 2<sup>nd</sup>: Motion: Yes: No: