



Meadowbrook Hills, Woods and Forest Homeowners Association

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Annual HOA Meeting
April 8, 2025 @ 6:30pm
Location: Zoom

Call to Order: By: Alisia Time: 6:42pm

Roll call:

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

Approval of the agenda: The Board will either approve the agenda as presented or amend the agenda with the approval of the Board.

Motion: Becky 2nd: Alisia
Yes: 7 No: 0

Consent Items: Approval of March 2024 Meeting minutes

Motion: 2nd:
Yes: No:

President's Report: TABLED

Treasurer's Report :

- 2025 Budget review
o discussion on set contract pricing and possible ramifications of tariffs increases
Taxes - CPA: Fred Grant fgtax.com

- o look into tax filing/tax exemption for HOA
- [Statement of Activity 2025](#) January 1st thru April 7th
- [General Ledger: March 2025](#) -
- Bank Balances: \$81,679.59 in checking, \$9,515.03 in savings
 - o savings is the damn fund
- [Dues collection status](#)
 - o 94 homes unpaid, sent email blast 3/28/2025 to unpaid
 - o will make adjustments to website for next year to streamline process
- Liens: Becky & Celia are still updating [which liens are open](#) based on paper & digital records, tentatively we have:
 - o 16 liens filed
 - o 3 liens to be dismissed

Action Items: Becky looking into online lien filing and dismissal

Approval of **October-March** Financial Statements:

Motion: Alisia O. 2nd: BA McNabb
Yes: 7 **No:** 0

Discussion Items:

ACC Report :

- o Monthly Report
 - Tree Removal Requests (5 approved, 2 pending)
 - Request for Sheds (2)-no update
 - New build construction request (1)-initials plan submitted to city
 - Landscape revision request (0)
 - Violation Letters Status (2)
 - sign violation noted, no address provided yet
- o Fine discussion-(4) homes-ACC is proposing a \$100 fine per month until the resident has corrected the violation.
 - Three homes have trailers - Final Notice-all have been removed
 - One home has nuisance - Final Notice
 - One has nuisance - First Notice, call in to city to see if they can work on the issue

Action Items:

Approval of **FINE SCHEDULE of \$100/mo starting 30 days after final notice date.** First notice sent after the board is notified of the violation. Given 30 days to respond. Final notice sent on 31st day, given 30 days to respond. Final Notice must be received by the violator. Monthly violation fine compounding monthly and effective until the resident has resolved the violation.

Motion: TABLED 2nd:
Yes: **No:**

Deed Restrictions & By Laws Report: - TABLED

Deed restrictions and By-laws

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

Common Grounds/Entrances Report:

- o Committee met 4/2 to discuss the following quotes for Special Assessment

Special Assessment Quoting: (If you want gather a quote please do)

- Sod/flower bed upgrade at Entrances- met with landscape artist to look into reducing annual upkeep. Quote expected soon to sod and grade, plant annuals/perennials
- Flowers Perennials -TBD
- Stone Walls-cracking and mortar replacement \$3500 for all 5 walls
- Electrical upgrade - need to quote possible move to solar
- Grading Baseball Diamond/Soccer Field (\$2,550/\$4,250)
- Sign at Westfarm Park Entrance-BA to paint and cricket, we will reimburse
- Sign for Tennis Court
- Swing Set Removal, grading and seed (move to next year?)-\$225 doesn't include grading and seed
- Swing Set Installation \$16,255 (move to next year?) this quote includes mulch
- Quoting to replace the swings only
- Benches at Tennis Court - possibly tabled to next year
- Walking track-BA looking into accessibility Grants
- Paint Bouncers
- Additional Picnic Tables-\$900/ea.
- Fence Painting-quotes – TBD
- Additional Trash Can

Maintenance Spending:

- o Entrances
 - Meters-purchased
 - Light out at Connaught, need to reduce halogen bulb, too bright
 - Annual flower beds at each entrance -TBD pending quote
- o Park
 - BA quoting rubber mulch option that does not break down-\$1,350
 - BA looking into Grants for park, disability accessibility
- o Dixon timeline to install meters, turn sprinklers, and spring clean up at the end of April.

Event Planning Report: Becky will post online for volunteers to head up fun committee

- o Next Event
 - Summer Picnic/smaller event every other year
 - Movie Night In the Park

IT-Document Storage/Website Maintenance Report:

- o Website: dues payment status -
- o Website: how to upload documents - Becky will be uploading docs

Welcome Committee/New Neighbor Information/Directory Report:

- o Mike Buzar-Team Director - Report on current status
- o Assigned Committee - Mike will head up
- o Distribution of Welcome Bags
- o New resident list from status letter updates-

Other Business:

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 **May 13th, 2025.**

2024/2025 Monthly Meeting Schedule:

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

Adjournment Meeting: Time: 9:08 pm

Motion: Alisia 2nd: Celia
Yes: 6 No: 0