

## **MEADOWS EAST H.O.A. MEETING MINUTES**

**May 17, 2011**

**IN ATTENDANCE:** Board Members present: Tom Vandenberg, Kara Smith, Megan Marks, and Karen Layton. Homeowners attending: Terry Mount, Sharm Layton.

Tom made a motion that we accept the Minutes from our April 19, 2011 Board of Directors Meeting; Megan seconded.

### **Old Business**

**Maintenance Items:** We reviewed the notes from our Architectural walk thru. We want Terry to repair the fences and to replace the missing house numbers. Tom made a motion for the work; Karen seconded.

Karen will maintain a file of Homeowner repairs and letters and file them in the shed for further reference.

The maintenance and replacement of shed doors is the responsibility of the Homeowner; however the HOA will look at the cost of purchasing kick plates for shed and front doors. Sharm volunteered to look into the cost for us. Tom motioned that we make the necessary repairs to the doors that need work; Karen seconded.

**Painting:** We are waiting for a bid, which will include an estimate of the cost per unit and trim. Tom will communicate with the Board via E-Mail and then we can decide which of our options we decide to go with.

**Asphalt Bid:** We looked over the bid submitted by S&T Asphalt and decided to have Brian get more bids. Tom motioned and Megan seconded that we review more bids and make our decision at next month's meeting.

### **New Business**

**Financial Report:** Tom will have Brian put Snow Removal Costs under Snow Removal instead of Material & Supply so that it is easier to understand. Accounts Receivable were reviewed; Karen motioned that we accept the Budget, Tom seconded.

**CC&R Committee Report:** Tom has met with our Attorney and plans are going forward to combine our Pruds and Condos into one association. Our By-Laws must be decided upon before our August meeting. Tom will check with several Mortgage Companies to get information on Rental Restrictions, which we would like to implement in the new CC&R.

**Pool Committee Report:** Terry will have the pool ready for our Memorial Day weekend opening. Karen will distribute the keys by the pool from 9:00 A.M. until 12:00 P.M. Tom motioned that we spend up to \$200.00 to purchase tables and chairs for the pool; Karen seconded and she will make the purchases for the pool opening.

**Maintenance Items:**

Curb & Gutter near Phase 5-3: We reviewed the bid that Brian got for us from Full Force Construction. Installing curb and gutter should help drain the run off water in the area that always needs asphalt repairs. Tom motioned that we get more bids and then proceed with the work; Kara seconded.

**Other Items:**

**Association Insurance Increase:** Brian Morris met with Doug Bronson at Heiners Insurance to discuss the yearly increase in the Meadows East Insurance Policy. Due to inflation the policy will increase to \$687.00 per year, which is only 85 cents per unit per month. Kara motioned that we accept the increase; Megan seconded.

**Set-up Budget Committee for next fiscal year:**

Kara will prepare the budget with Megan and Karen serving on the Committee. We need to have the budget completed by the first of June and 60 days prior to the end of the Fiscal year.

**New HOA Requirement w/State:**

Kara will call Brian Morris about the \$55 cost for the registration with the State so that we will be in compliance with State House Bill 104.

**Homeowners concerns:**

We will have Brian write a letter to the Homeowner that has a trailer parked in his carport that is sticking out over the sidewalk and into the roadway. We will also have a letter written to the Homeowner that has a small dog running loose.

We approved the natural wood door installed by a new Homeowner, but we are still discussing any other color changes. We'll table this until our next meeting.

We still want to have a Welcome Letter for Brian to send out to new Homeowners. Karen will contact our last Secretary to see if she has a copy of the letter. Also we need to have Brian let us know when anyone new moves in so that they can be contacted by the Welcoming Committee.

Tom made a motion that we spend the money to repair the 3 sprinkler boxes that are in bad shape; Kara seconded. Terry will do the work for us.

Our next meeting will be June 16, Thursday, 2011, 7:30 P.M. at 1920 E.

Tom motioned that our meeting adjourn; Megan seconded.