

Meadows at Morris Farm Board of Directors Meeting Minutes

February 13, 2020

I. Call to order

Dana Alexy called to order the regular meeting of the MMF BoD at 7:03 pm on February 13, 2020 at Glenkirk Elementary School.

II. Roll call/establish quorum

Kim Sullins conducted a roll call. The following members of the BoD were present:

- Dana Alexy
- Kim Sullins
- Kristy Byrd

Homeowners present:

III. Approval of agenda

- MOTION: To amend the agenda for February 13, 2020 meeting to move ARC Applications to beginning of the meeting for homeowner convenience.
- Mover: Dana Alexy
- Second: Kim Sullins
- Vote: All in favor

IV. Approval of minutes from the previous meeting

Motion to approve the minutes: Dana Alexy

Second: Kristy Byrd

Vote: All in favor

V. Ratification of Unanimous Written Consent in Lieu of a Board Meeting

MOTION: To ratify the unanimous written consent of the board to approve a payment plan of \$500 down, then \$1000 per month until the balance is paid for account #1110018301.

Mover: Dana Alexy

Second: Kristy Byrd

Vote: All in favor

VI. Resident open forum

- No homeowner issues presented

VII. Financial Management

- December 2019 Financial Statements
 - Discussion surrounding familiarization of operating accounts/reserves, Retained Earnings, net income, capital improvements funding.
 - ACTION: Tracey to get us requested information on operating funds and capital improvement funding
 - ACTION: Tracey to check on the \$184K negative change in Morgan Stanley account
 - ACTION: Tracey to add landscaping enhancements to variance report and re-send corrected copy

VIII. Manager Update

Pocket Park Lighting installed (not operational yet; SFMC withholding last payment until job is complete).

Yellowhammer Drive lighting is fixed (Dana noted that the light at Rollins Ford and Song Sparrow out)

Storm water management pond fence behind Catbird – discussion

Pool supplies purchase approximately \$120 (down from original \$2800 approved)

IX. Committee Reports

Activities: Briefed planned activities for 2020; put a listing in newsletter mailing.

Communications: Put a call for volunteers insert in a newsletter mailing.

ACTION: Mailing with the following information with target of early March:

Activities events (magnet in 4x6 or 5x7, Tracey to check with printer on pricing)

Call for candidates for BoD

Call for communication committee volunteers

How to join email listing for SFMC

Oft-needed information (SFMC email, ARC Applications email, trash days, etc.)

X. Unfinished Business

- **Pool Fence Repair/Replacement Matrix**

ACTION: Tracey to contact KPS regarding timeline for a repair and guarantee on the work.

MOTION: Tabled

Second: n/a

Vote: n/a

- **On-site Administrator Job Description/Community Inspection Services**

ACTION: Tracey to get a proposal from CIS by 2/25 and to advise on how SFMC contract would be impacted.

MOTION: Tabled

Second: n/a

Vote: n/a

- **NV Pools Maintenance Review**

MOTION: Table for NV Pools to review the proposal, ensure items are not currently covered by contract, prioritize the listing, determine what may be reserves, etc.

Meeting at pool with NV?

Second: n/a

Vote: n/a

- **Pool Furniture Assembly/Handyman Discussion**

MOTION: To approve the \$350 (Kim)

Second: Dana Alexy

Vote: All in favor

- Catbird Drive Trailhead Landscaping Proposals

MOTION: Tabled until have more information on the plants and the proposed amount

Second: n/a

Vote: n/a

- PWCSA Issue Discussion (issue still pending resolution with PWCSA)

XI. New Business

- Pool concrete replacement

ACTION: Tracey to ask NV -- if we do phase 1 repair of the concrete before pool season begins, and we just repair the fence with NV, what would that proposal look like (by 2/25).

MOTION: Tabled to get other quotes

Second: n/a

Vote: n/a

- Playground inspections

MOTION: To approve proposal for MTS in the amount of \$

Mover: Kim Sullins

Second: Kristy Byrd

Vote: All in favor

- **ARC Applications**

- Patio: approved as-is
- Solar panels: table until can review attorney's guidance
- Playset: approved as-is
- Deck: approved as-is
- Fence: denied due to non-conformance with guidelines

XI.Executive Session

MOTION to enter Executive Session at 9:13 pm

Mover: Dana Alexy

Seconded: Kristy Byrd

Vote: All in favor

MOTION to exit Executive Session at 9:15 pm

Mover: Dana Alexy

Seconded: Kim Sullins

Vote: All in favor

MOTION to approve waiver of late fees for account xxxxxx

Mover: Dana Alexy

Seconded: Kristy Byrd

Vote: All in favor

XII.Adjournment

Dana Alexy motioned to adjourn at 9:16 pm. Kim Sullins seconded. All in favor.

Minutes submitted by: Kim Sullins

Minutes approved by: Name