

**02/Meadows at Morris Farm
Minutes of the Board of Directors' Meeting
Teleconference Meeting Hosted by SFMC
February 18, 2021**

BOARD MEMBERS PRESENT:

- Dana Alexy, President
- Leon Davidson, Vice President
- Kim Sullins, Treasurer
- Tim Kirkpatrick, Secretary
- Sunny Son, Member At Large

BOARD MEMBERS ABSENT: None

OTHERS PRESENT:

- Darnell Robertson, Community Manager, SFMC
- Jennifer DelVecchio, Recording Secretary

I. CALL TO ORDER: Ms. Alexy called the February 18, 2021 Meadows at Morris Farm Board of Directors' Meeting to order at 7:01 p.m.

II. ROLL CALL/VERIFICATION OF QUORUM: Roll call was taken and the presence of a quorum was established. Due to the guidelines provided by the attorney, all decisions and motions made by the Board during this teleconference, must be unanimous. This decision follows the community's governing documents for email decisions and votes.

III. APPROVAL OF AGENDA:

MOTION was made by Ms. Alexy and seconded by Mr. Davidson, to approve the Agenda as submitted. The motion passed (5-0-0).

IV. APPROVAL OF MINUTES:

MOTION was made by Ms. Alexy and seconded by Ms. Sullins, to approve the minutes for the Board meeting on January 14, 2021, as presented. The motion passed (5-0-0).

V. GUEST SPEAKERS: A representative from NV Pools updated The Board on the delivery and installation of the sunshade. The representative from Greystone was a no-show.

VI. RESIDENT OPEN FORUM:

Resident had complaints regarding snow removal, condition of community playgrounds, and HOA services included in HOA maintenance fees. The Board addressed his concerns and explained projects in place and pending to improve common areas in the community.

VII. FINANCIAL MANAGEMENT: Ms. Sullins shared some questions and concerns regarding the January financials. She and Mr. Robertson will continue discussions off line.

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VIII. RESERVE STUDY UPDATE: Reserve Advisors has asked for additional information. Mr. Robertson has been working with them closely. The updated study should be available by the end of February for The Board to review.

IX. COMMITTEE REPORTS:

A. Activities Committee: Mr. Gillette reviewed the status of the upcoming Easter event, the pool opening activity and the spring yard sale. All of these activities are pending. The new Facebook page will be used to communicate with the community. Several other activities were discussed with The Board.

B. Pool Committee: The Pool Committee advised that they have access to another community's COVID Guidelines for opening the pool. They feel that this is a very comprehensive document and will look into implementing a similar document for Morris Farm to present to the Board for review prior to dissemination. No guidelines have been received from the State at this point.

C. Grounds Committee: A proposal for a landscape design plan was submitted and briefly discussed. Mr. Robertson will ask for further information and detail.

D. Communications Committee:

Facebook Page: Ms. Sullins gave an overview of the status of the new Facebook page for the community as well as upcoming plans for content and input.

Newsletter: Mr. Robertson confirmed that the Newsletter has been disseminated to all residences.

Website: Ms. Alexy gave an update of the progress on the Morris Farm website.

X. MANAGEMENT UPDATE: Mr. Robertson gave an update on his progress with the Prince William County Crime Watch. He also updated the Board on the tree removal project, yard sign violations, Little Free Library installation. The Board discussed the particulars of the Little Free Library and made the following motion:

MOTION: Motion was made by Ms. Alexy, and seconded by Ms. Sun, to order Little Free Library composite boxes and wood posts to be covered with PVC sleeves NTE \$1100. The motion passed (5-0-0).

Mr. Robertson continued his management report advising the Board of sign damage within the community that he is having repaired. HLS has started the spring maintenance cleaning. Fencing repairs, monument sign repairs, etc., are within the reserve budget to be done once the Reserve Study is complete.

XI. UNFINISHED BUSINESS:

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A. Pool House Renovation Architect Proposals: Ms. Sullins reviewed the proposals that were received and the process that is continuing on this project. A budget and scope of work for this project has been determined.

MOTION: Motion was made by Ms. Sullins, and seconded by Ms. Alexy, to pay Loveless Porter \$4,000.00 as a down payment to secure services for Phase I of the architectural design services for the pool house renovation plan. The motion passed (5-0-0).

B. Pool Fence Proposals: The Board discussed the proposals received. The preferred vendor was Long Fence.

MOTION: Motion was made by Ms. Alexy, and seconded by Ms. Sullins, to approve Long Fence for full fence replacement not to exceed \$37,000, pending a new proposal with contractual details included. The motion passed (5-0-0).

C. Design Guidelines: Ms. Alexy tabled this discussion pending further review by the Board.

D. Catbird SWM Pond Fence : Ms. Alexy spoke with Jeanine Lawson regarding this issue. Ms Lawson will get back to us pending her discussion with the director.

XII. NEW BUSINESS:

A. Architectural Design Applications:

8893 Screech Owl: The homeowner needs to submit a plat to show where the property line is and resubmit the fence request accordingly.

Blue Heron: Homeowner is resubmitting with further detail.

B. Landscape Site Plant: This item was tabled.

XIII. EXECUTIVE SESSION: The Board moved into Executive Session at 9:25 p.m.

XIV. RECONVENED: The Board existed Executive Session at 9:54 p.m. and reconvened the Board Meeting.

MOTION: Motion was made by Ms. Alexy, and seconded by Mr. Davidson, to waive late fees in the amount of \$425.00 after 60 days of on time payments for account # _____.

MOTION: Motion was made by Ms. Alexy, and seconded by Mr. Davidson, to accept the proposed payment plan for \$75 in addition to regular maintenance fees until account is brought current for account # _____.

XV. ADJOURNMENT:

DRAFT

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MOTION: Motion was made by Mr. Davidson, and seconded by Ms. Alexy, to adjourn the Board meeting at 10:00 p.m.. The motion passed (5-0-0).