

**Meadows at Morris Farm
Minutes of the Board of Directors' Meeting
Teleconference Meeting Hosted by SFMC
September 16, 2021**

BOARD MEMBERS PRESENT:

- Leon Davidson, Vice President
- Kim Sullins, Treasurer
- Sonny Son, Member At Large

BOARD MEMBERS ABSENT:

- Dana Alexy, President

OTHERS PRESENT:

- Darnell Robertson, Community Manager, SFMC

I. CALL TO ORDER/VERIFICATION OF QUORUM: Roll call was taken and a quorum was established. Ms. Alexy called the September 16, 2021, Meadows at Morris Farm Board of Directors' Meeting to order at 7:02 p.m.

II. APPROVAL OF AGENDA: Ratification of eMail Vote was added to the Agenda.

MOTION was made by Ms. Alexy, and seconded by Ms. Sullins, to approve the Agenda as amended. The motion passed (4-0-0).

III. APPROVAL OF MINUTES:

MOTION was made by Ms. Alexy, and seconded by Ms. Sullins, to approve the Board Meeting Minutes for August 19, 2021, as written. The motion passed (4-0-0).

IV. RATIFICATION OF PREVIOUS VOTES: The following email vote was ratified:

MOTION was made by Ms. Alexy and seconded by Ms. Sullins, to ratify the unanimously approved email vote to reinvest \$50,000 each in 12, 24, and 36 month CDs, as recommended by the Association's Financial Advisor. The motion passed (4-0-0).

V. ASSOCIATION REPORTS:

A. President's Report: Ms. Alexy displayed the status of the current ARC applications. She reviewed the community events since the last Board meeting, as well as current projects and reserve projects. Ms. Alexy also advised that the Board is continuing work on next year's budget.

B. Treasurer's Report: Ms. Sullins reported that she is in the process of reviewing the August Financial Statement. She and Ms. Alexy met with representatives from the financial department of SFMC to discuss the accounting. As a result of corrections made to the financials, the financials now represent a more accurate picture of the financial condition. Currently the community is \$16,000 under budget for the year compared to July which showed \$55,000 over budget. The Operating Net Income is currently \$8,000. The 2022 Budget planning should take into consideration two contract increases, the pool contract and trash contract have gone up significantly.

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C. **Community Manager Report:** Mr. Robertson advised that the pet waste bins are still pending installation. He reviewed pending punch list items for the recent pool renovation. Long Fence has received the new panels and will be installed soon. NV Pool's insurance will cover the cost of repairing the damage to the pool house.

VI. COMMITTEE REPORTS:

A. **Pool Committee:** Ms. Alexy commented on the requested "Dog Swim" which has been proposed for the last day of pool season. The Board discussed and did not feel it was possible for this year.

B. **Grounds Committee:** Ms. Onaron reported on the status of the Monarch Waystation. The Board also discussed the Eagle Scout Project and the associated signage.

C. **Activities Committee:** Ms. Son reported on the Fall Festival. She also noted that next year's events are in the process of being planned, pending approval of the 2022 budget.

D. **Communications:** Ms. Alexy noted that Annual Meeting notices were going out soon. The website is still a work in progress.

VII. RESIDENT OPEN FORUM:

Resident thanked the Board for the work they've done. She also advised Mr. Robertson of an area that is not being mowed. She asked if the resale inspections were still being done and noted several sales with blatant violations. Mr. Robertson responded to her concerns.

VIII. FINANCIAL MANAGEMENT: There was nothing additional to be discussed.

IX. UNFINISHED BUSINESS:

A. Grounds:

i. **Landscaping Master Plan Project:** Grounds committee is working on evaluating the priority of work and moving forward.

1. **Catbird Trailhead Decision:** No decision at this time.

ii. **Stormwater Management Fence (Woodpecker/Catbird):** PWC is in the bid process and will come out when they have scheduled work.

iii. **Yellow Leg Easement Clearing/Area Clean Up Proposals:** The scope of this issue has changed due to new growth. PWC cleans this area every 5 years. The Board discussed doing additional work in this area. The Board decided that no work in this area will be done. This item will be removed from the Agenda.

iv. **Flicker Court Ponding Repair Recommendation and Proposal:** This area will be seeded and hopefully germinate on its own. HLS will be contacted to execute the proposal that was approved in May for \$708.00.

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v. **Pump House Easement Clearing - Common Area Damage Repairs:** This work has been completed. This item will be removed from the Agenda.

vi. **Pond #863 Clean Up:** This will be discussed under New Business.

B. Pool:

i. **Pool Parking Lot Restriping:** Tabled to coordinate with Asphalt Reserve Project.

ii. **Pool House Exterior Repairs and Repainting:** Tabled until after pool season ends.

iii. **Pool House Interior Renovation:** Budget concerns will need to be addressed before this project moves forward.

C. Reserve Projects:

i. **Courtyard Mailbox Repair Update:** Based on the challenges the Board has faced with these specific mailboxes, the Board has reached a consensus that the repair of these mailboxes cannot wait until 2029 which is the expected replacement/repair date in the Reserve Study. Proposals have been received for this work, however, there is not enough information at this time for the Board to move forward. Mr. Robertson will request another proposal for full replacement of the units.

D. **Electronic Payment:** SFMC did some research which Ms. Alexy provided to the Board members. There has not been enough time to review the information and this issue was tabled to the next Board meeting or to an email vote, whichever comes first.

XI. NEW BUSINESS:

A. **Appointment of Committee Members:** None at this time.

B. Pool Issues:

i. **Scheduling Close-Out Activities:** Mr. Robertson is coordinating this with punch out lists and all contractors involved.

C. Grounds:

i. Little Free Library:

1. **Peacock Park Door Repair Options:** The Little Free Library at this location continues to be vandalized. Discussions took place regarding the continued repair.

2. **Long Term Repair Discussion and Planning:** The Board will be repairing using volunteers in the future and possibly moving this Little Free Library to a new location.

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ii. **Grounds Maintenance Contractor Proposals:** Mr. Robertson is working on getting proposals for Board review and consideration.

D. Association Contracts:

i. **Grounds Maintenance:** Mr. Robertson is waiting on proposals.

ii. **Pool Management:** Mr. Robertson is waiting on proposals.

iii. **Snow Removal:** Mr. Robertson is waiting on proposals.

iv. **Pond Maintenance:** Ms. Alexy reviewed the current contract(s) with Virginia Waters and Wetlands for Ponds #863 and #661. Mr. Robertson will contact them and work on getting clarification of services and possibly combining the two contracts.

F. Reserve Projects:

i. **Stone Repair Proposals:** The Board discussed the proposals received. The proposal needed to be edited.

MOTION was made by Ms. Alexy and seconded by Ms. Sullins, to approval the proposal from FM Construction for stone repair work for \$3,550.00 pending edits to correct Woodpecker Court Veranda to Yellow Hammer Pergola. The motion passed (4-0-0).

ii. **2022 Reserve Projects:** Mr. Robertson is still receiving quotes for the Reserve Projects.

XII. EXECUTIVE SESSION:

MOTION: Motion was made by Ms. Alexy, and seconded by Ms. Sullins, to move into Executive Session at 8:44 pm. Motion passed (4-0-0).

MOTION: Motion was made by Ms. Alexy, and seconded by Ms. Sullins, to adjourn Executive Session at 9:04 pm. Motion passed (4-0-0).

XIV. ADJOURNMENT: Meeting was adjourned by unanimous consent at 9:04 pm.