MEADOWS AT MORRIS FARM
BOARD OF DIRECTORS MEETING
July 26, 2022

BOARD AGENDA

I. CALL TO ORDER (7:06 pm)

II. ROLL CALL/ESTABLISH QUORUM
Dana Alexy, President – Absent
Sunny Son, Vice President – Joined at 7:30 pm
Douglas Allen, Director at Large – Present
Kim Sullins, Treasurer – Present
Leon Davidson, Secretary – Present

Holly Gibson, Community Manager – Present

III. APPROVAL OF AGENDA
MOTION by Ms. Sullins and seconded by Mr. Davidson to amend the agenda as follows. [All in favor.]
1. Backflow Preventer Inspections – Add to: IX., LANDSCAPING, GROUNDS & IRRIGATION (Attachment)
2. Tot Lot Mulch Quotes from HLS – Add to: XI., PLAYGROUNDS (Attachment)
3. Pool Mushroom Motor – Add to: XIII., POOL
4. Letter from Homeowner Regarding Neighbor's Common Area Violation – Add to: EXECUTIVE SESSION, C. HOMEOWNER COMMUNICATIONS (Attachment)
5. Morgan Stanley CD Recommendation – Add to: VII., FINANCIAL MANAGEMENT
6. Move the Loveless Porter discussion up in the agenda to accommodate guest speaker.

IV. APPROVAL OF MINUTES
MOTION by Ms. Sullins and seconded by Mr. 123 to approve the minutes. All in favor.

V. ADMINISTRATIVE / OPERATIONAL BUSINESS

A. Due Process Checklist – **(Old Business – February 2022 – *ACTION REQUIRED*)**
Discussion: Typo in paragraph 4c. Edit requested for paragraph 5 re: hearing notice as third notice (currently reads as if the second notice is the hearing notice). Holly will request those edits from the association attorney and Board will vote by email.
B. Annual Inspections – (**Old Business - Awareness)**

VI. ASSOCIATION REPORTS
A. President's Report
B. Treasurer's Report
C. Activities Committee
D. Grounds Committee
E. Pool Committee
F. Communications Committee

VII. FINANCIAL MANAGEMENT – **(As Of June 30, 2022)**

A. Total Operating Cash was $155,307 against liabilities of $85,961. Of the liabilities amount, $56,102 represents Prepaid Owner Assessments.
B. The PNC Debit Card balance totals $313.
C. Owner Receivables, including unpaid assessments and late fees, totals $13,098.
D. Association Investments total $1,491,495 with Reserves booked at $1,461,421.
E. Total Operating Expenses Year-to-Date is $2,421 under budget. Total Operating Income Year-to-Date is $2,221 under budget.
F. As of June 30, 2022, the Association had an un-audited surplus of $5,211 as compared to a budgeted surplus of $5,011.

Morgan Stanley Investment Recommendation – (New Business – *ACTION REQUIRED)*

MOTION by Ms. Sullins and seconded by Mr. Davidson: To approve the reinvestment of $50K of cash from the CD maturing on July 28, 2022 into a 4-year CD at 3.5% interest. All in favor.

Discussion: After this maturity, review future reinvestments for shorter terms if interest rates are rising. Association will have sufficient cash on hand to cover expected reserve projects with this reinvestment in July 2022.

VIII. RESIDENT OPEN FORUM Each homeowner present may express their concerns for up to three (3) minutes. Members of the board may give a brief response.

IX. LANDSCAPING, GROUNDS & IRRIGATION

A. Proposals ***(Old and New Business – ACTION REQUIRED)***

a. Catbird Trail – Rock Border ***(Old Business – Awareness)***
b. Catbird Island – Juniper Replacement **(New Business – ACTION REQUIRED)**
c. Irrigation Repairs **(New Business – Awareness)**
d. Trailhead Sign Project ***(Old Business – ACTION REQUIRED)***
e. Backflow Preventer Inspections

B. General Maintenance at Peacock Park and Pool House – (**Old Business – Awareness *and ACTION REQUIRED***)

a. Verandas at Peacock Park
MOTION by Ms. Son and seconded by Ms. Sullins to approve the Eagle Maintenance proposal in the amount of $922.08. All in favor.
b. Missing picket on the deck at Peacock Park

X. STORMWATER POND – ***(Old Business - December 2021 – Awareness)***

a. PWC Stormwater Pond Maintenance – Addition to Contract

Written Consent in Lieu – July 22, 2022. MOTION by Mr. Allen, seconded by Mr. Davidson, to ratify the unanimous written consent in lieu of a meeting of the Board of Directors: to approve HLS Proposal #10604 for the addition of Stormwater Pond Vegetation Management twice yearly (June and October) at a cost of $2594.00. Said proposal will be considered a Change Order to the Landscape Maintenance Contract 2022-2024. All in favor.

c. PLAYGROUNDS – ***(Old and New Business – Awareness)***

a. Repair Proposals ***(New Business – Awareness)***
b. Tot Lot Mulch Quotes from HLS **(New Business – ACTION REQUIRED)**
Discussion: Holly to find other quotes to seek an alternative less expensive than HLS that are available before October (Playground Specialists' estimated scheduling).

d. ASPHALT/CONCRETE WORK – ***(Old Business – Awareness)***
Discussion: Holly to meet with Mr. Allen next week to review concrete work.

I. POOL

A. Pool Beam Repairs – ***(Old Business – February 2022 – Awareness)***
B. Pool OCCS – ***(New Business – 2022 – Awareness and Direction Requested)***
Discussion re: main pump repair, water slide ball valve (see board packet for details)
C. Pool House Renovation – Loveless & Porter – **(Old Business – 2021 – Awareness)**
D. Pool Mushroom Motor **(New Business – Awareness)**
MOTION by Ms. Son, seconded by Mr. Allen, to accept NV Pools proposal to replace the mushroom pool motor, not to exceed $3600 installed with one year warranty on labor. All in favor.

II. SNOW REMOVAL – ***(New Business – July 2022 – ACTION REQUIRED)***
Discussion: Holly to request if Snow Management Services is willing to do a two year contract proposal. Board to review and vote by the August 9, 2022 admin meeting.

III. EXECUTIVE SESSION
MOTION by Mr. Allen, seconded by Ms. Sullins, to move into Executive Session at 9:24 pm. All in favor.

a. Collections
b. OCCS
c. Homeowner Communication
d. Letter from Homeowner Regarding Neighbor's Common Area Violation

MOTION by Ms. Son, seconded by Mr. Allen, to exit the Executive Session at 10:03 pm. All in favor.

XVI. ADJOURN
MOTION to adjourn by Ms. Son, seconded by Ms. Sullins, at 10:04 pm. All in favor.