

MEADOWS AT MORRIS FARM
BOARD OF DIRECTORS MEETING
September 27, 2022

BOARD MEETING MINUTES

I. CALL TO ORDER at 7:00 pm

II. ROLL CALL/ESTABLISH QUORUM

Dana Alexy, President
Sunny Son, Vice President
Kim Sullins, Treasurer
Leon Davidson, Secretary (joined at 8:12 pm)

Holly Gibson, Community Manager

III. APPROVAL OF AGENDA

MOTION by Ms. Alexy and seconded by Ms. Sullins to approve the agenda as amended. All in favor. MOTION PASSES.

IV. APPROVAL OF MINUTES

MOTION by Ms. Alexy and seconded Ms. Son by to approve the August 23, 2022 Board and September 13, 2022 Board minutes. All in favor. MOTION PASSES.

V. ADMINISTRATIVE / OPERATIONAL BUSINESS

A. Reserve Study - Foresite – **(Old Business – February 2022 – ACTION REQUIRED)**

B. Final 2021 Audit – **(Old Business – February 2022 – ACTION REQUIRED)**

MOTION by Ms. Alexy and seconded by Ms. Sullins to accept the Final 2021 Audit as prepared. All in favor. MOTION PASSES.

C. Engagement Letter – **(New Business – ACTION REQUIRED)**

MOTION by Ms. Alexy and seconded by Ms. Sullins to approve Goldklang for the Engagement Letter for audit and tax prep services for 2022 and 2023 as proposed. All in favor. MOTION PASSES.

D. Annual Meeting/Call for Candidates – **(New Business – ACTION REQUIRED)**

MOTION by Ms. Alexy and seconded by Ms. Sullins to approve the Call for Candidates with the nomination form to be included in the annual meeting notice by October 10, 2022. All in favor. MOTION PASSES.

E. ARC Guidelines – **(Old Business – Board Project)**

I. 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 August 31, 2022)

- A. Total Operating Cash was \$131,590 against liabilities of \$86,333. Of the liabilities amount, \$51,787 represents Prepaid Owner Assessments.
- B. The PNC Debit Card balance total is \$234.
- C. Owner Receivables, including unpaid assessments and late fees, totals \$15,129.
- D. Association Investments total \$1,517,097 with Reserves booked at \$1,462,460.
- E. Total Operating Expenses Year-to-Date is \$828 under budget. Total Operating Income Year-to-Date is \$129 under budget.
- F. As of August 31, 2022, the Association had an un-audited deficit of \$7,537 as compared to a budgeted deficit of \$6,839.

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.

Resident at 14316 Sharpshinned expressed interest in getting involved and inquired about the pool house renovation project. Ms. Alexy provided an overview of the project.

II. LANDSCAPING, GROUNDS & IRRIGATION

A. Tree Removal (**Old and New Business – Awareness – ACTION REQUIRED**)

- a. Peacock
- b. XXXX Screech Owl

MOTION by Ms. Alexy, seconded by Ms. Sullins, to approve the Barren's Tree Service proposal for removal of the tree at xxxx Screech Owl Court in the amount of \$562.50. All in favor. MOTION PASSES.

B. General Maintenance at Peacock Park – (**Old and New Business – Awareness**)

- a. Broken Light at Sharpshinned Entrance to Peacock Park

C. Backflow Preventer Inspections – (**Old Business – Awareness**)

D. Pet Waste Stations (**Old and New Business – Awareness – ACTION REQUIRED**)

MOTION by Ms. Alexy, seconded by Ms. Son, to terminate Doody Calls and approve the Poop Scoop Troopers proposal for pet waste and trash receptacle collection as presented. All in favor. MOTION PASSES.

E. Lighting – True Power Electrical Service (**Old and New Business – Awareness**)

F. HVAC Repair at Pool House – True Power Electrical Service (**Old and New Business – Awareness – ACTION REQUIRED**) *Action tabled to find cost of last year's HVAC service; motion will occur via email or at October Board meeting.*

G. Signs (**New Business – Awareness**)

MOTION by Ms. Alexy, seconded by Ms. Son, to approve the Eagle Maintenance proposal to replace and repair road signs, not to exceed \$529.65. All in favor. MOTION PASSES. (*This maintenance is to be funded from Replacement Reserves against line 4.810.*)

H. Yard Waste Collection (Amended agenda item)

Discussion regarding credits received from trash collection service for missed yard waste collection.

I. PLAYGROUNDS – (**Old Business and New Business – Awareness – Board Direction Requested**)

- A. Repairs – Pool House and Peacock Park (**Old Business – Awareness**)
- B. Graffiti Problems (**New Business – Awareness**)

II. ASPHALT/CONCRETE WORK – (**Old Business – Awareness – Board Direction Requested**)

- A. Courtyards

I. POOL – (**Old Business and New Business – Awareness**)

- A. Pool – Season Closing – (**Old Business – 2022 – Awareness**)
- B. Pool Management for 2023 – (**Old Business – 2022 – Awareness**)
- C. Pool Whitecoat – (**Old Business – 2022 – Awareness**)
- A. Pool House Renovation – Loveless Porter and Dominion Construction Group – (**Old Business – 2021 – Awareness**)

II. EXECUTIVE SESSION

MOTION by Ms. Sullins, seconded by Ms. Alexy, to enter Executive Session at 8:36 pm. All in favor. MOTION PASSES.

- a. Collections
- b. Violation Inspection Report
- c. Homeowner Communication
- d. Personnel

MOTION by Ms. Alexy, seconded by Ms. Sullins, to exit Executive Session at 9:11 pm. All in favor. MOTION PASSES.

MOTION by Ms. Alexy, seconded by Ms. Son, to approve Option 2b as presented by Association Attorney to accept homeowner's partial payment on account xxxx Yellowthroat Court and keep \$228.42 on

management's account, and to close the account with ReesBroome for collections. All in favor. MOTION PASSES.

MOTION by Ms. Alexy, seconded by Ms. Sullins, to approve the requested \$25 late fee waiver for xxxx Yellowthroat Court. All in favor. MOTION PASSES.

MOTION by Ms. Alexy, seconded by Ms. Sullins, to approve the requested \$25 late fee waiver for xxxx Catbird Drive. All in favor. MOTION PASSES.

MOTION by Ms. Alexy, seconded by Ms. Sullins, to approve the requested \$50 late fee waiver for xxxx Woodpecker Court. MOTION PASSES with vote of 3-1 in favor..

XVI. ADJOURN at 9:13 pm (Ms. Alexy motioned to adjourn, Ms. Sullins seconded, all in favor.)