MEADOWS AT MORRIS FARM
BOARD OF DIRECTORS MEETING
January 24, 2023

BOARD MEETING MINUTES

I. CALL TO ORDER at 7:01 pm.

II. ROLL CALL/ESTABLISH QUORUM

Members present:
Briann Glascock, President
Sam Stover, Vice President
Douglas Allen, Secretary
Kim Sullins, Treasurer
Sunny Son, Director

Holly Gibson, Community Manager

III. APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

A. Admin and Board Meetings

MOTION: To approve minutes, dated:
2022-12-13 Ms. Glascock moved and Ms. Sullins seconded. APPROVED
2022-12-28 Ms. Glascock moved and Ms. Sullins seconded. APPROVED
2023-01-10 Mr. Stover moved and Ms. Sullins seconded. APPROVED

V. ADMINISTRATIVE / OPERATIONAL BUSINESS

A. No Trespass Order Update
B. Security Cameras
C. ARC Guideline Revision – Proposed incremental acceptance with a section per meeting.
D. Accident – Rollins Ford & Sharpshinned - Tabled until Executive Session, where no action was taken.
E. Board Member Recruitment

VI. ASSOCIATION REPORTS

A. President's Report – No report
B. Treasurer's Report – January financials expected later this week. 2022 Year End report requires additional review following normal processes.
C. Activities Committee – Jennifer Oister, chair – Committee has not met this year. Ms. Glascock and Mr. Stover were added to the committee to serve as liaisons. Plans are to follow a similar schedule used from last year. We need a food truck coordinator.
D. Grounds Committee – No report. No chairperson for this committee
E. Pool Committee – Katie?, chair. No report.

F. Communications Committee – Ms. Alexy, chair, and Ms. Sullins. Publications include Facebook, Website, and Email Blasts / Newsletters. Past publications are found in the HOA board file system. Need new content and new volunteers. Ms. Dana Alexy can continue to push materials to the website, e.g., approved minutes [in Portable Document Format (PDF)].

G. Community Events

a. PWCS – Glenkirk Elementary – 2023-05-25 – Routing through several streets. POC. Ms. Oister.

VII. FINANCIAL MANAGEMENT

A. Status of Operations – November 30, 2022

B. Debit Card –

C. CD Investment – Morgan Stanley delivered.

MOTION: Ms. Sullins moved and Mr. Stover seconded to approve the reinvestment of the $50,000 CD that matured on 2022-12-27 into a 48-month certificate of deposit (CD) in accordance with the recommendation of the Association's financial advisor. APPROVED

D. Unplanned Expenditures

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.

A. Jennifer Oister – Pool Lifeguard offers.

B. Jennifer Oister – Caution about the automated membership requests on community websites.

C. Jeff Mayer — In the summer, Mr. Mayer received a covenant violation regarding placement of equipment on the common use land. Mr. Mayer repeated his August assertion that the land is managed by the resident vs. the HOA. Mr. Mayer received a second notification that the equipment must be moved. Discussion followed regarding the use of the land. Mowing map is confirmed that the landscaper is informed following the August alert.

D. Ms. Mayer – Request an extension for moving the equipment on the common grounds in the face of personal factors.

E. Lora Beth – Visitor

F. XXXX Woodpecker Court. Referral to tree removal project that will be addressed later in Executive Session.

IX. LANDSCAPING, GROUNDS & IRRIGATION

A. Trailhead Signs – Awaiting feedback from the scout

B. Tree Replacement Assessment – Ms. Son to retrieve the high priority tree referenced in the arborist's report. That will be provided to Ms. Gibson for HLS installation.

C. HLS Proposals

MOTION: Ms. Sullins moved and Ms. Son seconded to install a drain box per HLS proposal number 16513 dated 2023-01-11. APPROVED

D. Peacock Park Playground Equipment Update

X. ASPHALT/CONCRETE WORK

A. Courtyards – Mr. Allen to deliver requirements/statement of work for discussion at the next meeting.

XI. POOL

A. OCCS Contract Termination – Vendor has not responded after three requests.
B. Pool House HVAC Replacement
C. Pool House Renovation – Loveless Porter/Dominion Construction Group – Installations on schedule.
D. Pool House Phone & Internet Service
E. Property Manager office

XII. EXECUTIVE SESSION

MOTION: Ms. Glascock moved and Ms. Sullins seconded to enter executive session at 20:46. APPROVED

A. Collections – No discussion of findings.
B. Waiver Request – No further action taken.
C. Woodpecker Court Tree Removal – Motion made, see below.
D. Parula Way Assessment Review – Motion made, see below.
E. ARC Applications – Pending decisions by the acting Architectural Review Board. No action taken.
F. Encroachment Issues – Motion made, see below.

MOTION: Mr. Allen moved and Ms. Sullins seconded to exit the executive session at 21:40. APPROVED
MOTION: Ms. Sullins moved and Ms. Son seconded to accept the Ross Tree Service, Ltd proposal, minus the stump grinding service, dated 2023-01-13 to remove three trees. APPROVED

MOTION: Mr. Allen moved and Mr. Stover seconded to adjust the allocation of property types to "single family, no alley" starting in February 2023 at the current monthly-assessment-rate of $100.28 for the properties XXXXX Parula Way, XXXXX Parula Way, XXXXX Parula Way, and XXXXX Parula Way. APPROVED

MOTION: Mr. Allen moved and Ms. Son seconded to accept the three (3) encroachment decisions made in executive decisions. APPROVED

XIII. ADJOURN

MOTION: Mr. Glascock moved and Ms. Son seconded to close the meeting at 21:46. APPROVED.

Minutes prepared by Douglas Allen, Director, MMF HOA Board of Directors.

Minutes approved by MMF Board of Directors on ________________.