MEADOWS AT MORRIS FARM
BOARD OF DIRECTORS MEETING
February 27, 2024
BOARD MEETING MINUTES

I. CALL TO ORDER
Stover called the meeting to order at 7:04pm

II. ROLL CALL/ESTABLISH QUORUM
Sam Stover- President
Lora Beth Smayda-Vice President
Craig Alderman- Treasurer
Christine Kraemer- Secretary
Victoria Swanson- Member at Large
Holly Gibson- MMF Community Manager
Travis Tauzier- Grounds Committee
Rob Gillette- Activities Committee

III. APPROVAL OF AGENDA
Motion to approve the agenda was made. Passed unanimously.

IV. 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 with phone number (703) 754-0558 at 14408 Willet Way attended, nothing to share.
Rob Gillette, address 14327 Broadwinged Drive- attended as a homeowner requesting status of his Arc application for solar panels.

V. APPROVAL OF MINUTES
A. Board Meeting Minutes – 1/23 Minutes
Motion to approve the minutes of the 1/23/24 Board meeting was made by Stover and seconded by Smayda. Passed unanimously.
B. Committee Meeting Minutes – 1/30 Pool Committee Minutes
C. Upcoming Meeting Date – March 19th

VI. ADMINISTRATIVE / OPERATIONAL BUSINESS
A. Glenkirk Elementary 5K
B. MMF Annual Calendar
C. MMF Contract Services Schedule
D. Reserve Study Prioritization
Alderman and Smayda presented the 2024 Reserve Plan to the Board.
E. Brentsville Supervisor, PWC Board of Supervisors
F. Committee Chair Appointments – Activities and Grounds Committees
Motion to approve volunteer Travis Tauzier as the Grounds Committee Chair was made by Smayda and seconded by Stover. Passed unanimously.
Motion to approve volunteer Rob Gillette as the Activities Committee Chair was made by Stover and seconded by Smayda. Passed unanimously.
G. Violations Update
H. Inspection Service – HOA Inspections USA
Platform tutorial being requested for the next Board meeting on 3/19/24

VII. ASSOCIATION REPORTS
A. President's Report
No report given.
B. Treasurer's Report
1. Total Operating Cash was $137,895 against liabilities of $75,006. Of the liability amount, $53,994 represents Prepaid Owner Assessments.

2. Owner Receivables, including unpaid assessments and late fees, total $20,550.
3. Association Investments total $1,321,049 with Reserves booked at $1,237,136.
4. Total Operating Expenses Year-to-Date are $30,887 under budget. Total Operating Income Year-to-Date is $1,530 under budget.
5. As of December 31, 2023, the Association had an un-audited surplus of $29,357.

C. Activities Committee
Rob will head the Committee and would like to train someone to take the position over for next year.

D. Grounds Committee
1. Travis proposed to the Board that irrigation issues will need maintenance in the coming months.
2. There will be removal and replacement of trees, new plants, and maintenance including aerating, compost and reseed.
3. Schedule an arborist to assess the tree on Barn Owl Court.
4. Possible assessment of trees in common ground areas.
5. Grounds Committee will meet the second Wednesday of every month.

E. Pool Committee
No report given.

VIII. FINANCIAL MANAGEMENT

A. Status of Operations – 12/31/23
B. Ally Bank CD Maturing - 3/28/24

Motion to approve reinvesting the $50,000 Ally Bank CD to another 3-year CD maturing in 2027 was made by Alderman and seconded by Stover. Passed unanimously.

IX. GROUNDS

A. Peacock Park – Common Area Issues
B. NOVEC Pole Lights
C. Tot Lot Mulch

Motion to approve re-mulching the tot lot proposal from HLS in the amount of $$6,359.00 was made by Stover and seconded by Smayda. Passed unanimously.

X. POOL

A. Pool Portal Revision Proposal

Motion to approve FusionTeks 2024 Pool Portal Revisions contract for $1080.00 was made by Alderman and seconded by Smayda. Passed unanimously.

B. Pool Rules Revision

Motion to approve the revision of the pool rules was made by Smayda and seconded by Kraemer. Passed unanimously.

C. Pool Party Regulation

XI. SNOW REMOVAL

A. Shoveling at Redtail and Broadwinged
No action

B. Shoveling at Monument Entrances
No action

XII. EXECUTIVE SESSION

Motion to enter Executive Session at 9:05 pm to discuss collections and late fees was made by Stover and seconded by Smayda. Passed unanimously.

A. Collections
B. HO Legal/Late Fee Waiver Request - Rees Broome
C. HO Email Correspondence
D. HO Email Correspondence
E. ARC Applications

Motion to exit Executive Session at 9:33 pm was made by Stover and seconded by Kraemer. Passed unanimously.

XIII. ADJOURN

Motion to adjourn at 9:34 pm was made by Stover and seconded by Kraemer. Passed unanimously.