

MEADOWS AT MORRIS FARM - BOARD OF DIRECTORS MEETING

March 18, 2025

ADMIN MEETING MINUTES

I. CALL TO ORDER

Swanson called the meeting to order at 7:30 pm.

II. ROLL CALL/ESTABLISH QUORUM

**Victoria Swanson – President
Kim Sullins - Vice President
John Long - Member at Large
Craig Alderman - Treasurer
Sunil Sah – Secretary
Holly Gibson - MMF Community Manager**

Erica Fecko - Activity 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.)

**XXXXX Catbird Drive
XXXX Yellowleg Court**

V. UPCOMING MEETING

A. Upcoming Meeting Date – March 26th

VI. ASSOCIATION REPORTS

- A. Grounds Committee**
- B. Activities Committee**
 - 1. New Volunteer**

Motion to approve Scott White as a member of the Activities Committee was made by Swanson, seconded by Alderman. Passed unanimously.

VII. ADMINISTRATIVE / OPERATIONAL BUSINESS

- A. Corporate Transparency Act Update**
- B. 2024 Audit Questionnaire**
- C. New Activities Volunteer Approval**
- D. Letter Requesting Lease Docs**
- E. PWC Storm Water Pond Inspection Reports**
- F. Catbird Fire Lane Installation Update**
- G. Annual Exterior Home Inspection Guidelines & Due Process Checklist**

Motion to approve the Inspection process outlined in the package was made by Swanson, seconded by Long. Passed unanimously.

VIII. POOL

A. FusionTeks Pool Admin Contract Renewal

Motion to approve the renewal of FusionTeks contract for pool website administration at a cost of \$840 per year was made by Swanson, seconded by Long. Passed unanimously.

B. Pool Committee Volunteer Update

IX. EXECUTIVE SESSION

Motion to enter the Executive session at 8:22 pm was made by Swanson, seconded by Alderman. Passed unanimously.

Motion to exit the Executive Session at 8:27 pm was made by Swanson, seconded by Sullins. Passed unanimously.

X. ADJOURN

Motion to adjourn at 8:29 pm was made by Sullins, seconded by Long. Passed unanimously.