

Board Meeting Minutes Meadow Creek HOA

January 28, 2008 @ Anne MacArthurs 1305 Pondhaven Drive

In attendance: Ken Hopkins, Nathan Fisher, Doug Van Lare, Amy Van Lare, Greg Domingue, Dan Finger, Brian Bradner, Anne MacArthur and Mary Houck.

Meeting called to order at 7:08PM by Ken Hopkins.

1st Order of Business: transitions from outgoing Directors to new Directors.

What do Ken, Nathan and Doug want to pass along to incoming directors.

Doug: documentation will need to be passed along to new president, electronically or hard copy. (Greg has hard copy files) Ken and Doug have binders of information.

Ken: The outgoing board had to take over the Association at a time when the Association was experiencing several issues, such as the lack of good landscaping company and ineffective Management service. The Directors took time to get these two items taken care of and eventually turned around. The Directors brought in new Management, (Golden Property Management LLC) and a new landscaper (SouthernScapes) All in all we have had a good start and addressed many problems. During the first year the Directors met every month to get issues under control. The Directors had to get a handle on it and had challenging times. Now, with issues organized the new Directors can go forward and look at future needs of the Association. There has been money placed in reserves and CD's so our finances will increase, being there when the Association needs it.

Doug: It has been a challenge and a struggle to get participation on the committees. If no one wants to get involved then they must be happy with what the Association is currently. If things were bad then maybe we would hear more from the members.

Most people want to know where the money is being spent; at this point we are paying maintenance fees. We have also made some administrative changes such as introducing late fees for delinquent payment of dues. The Directors are in agreement that the Homeowners Dues are equal in comparison to surrounding neighborhoods.

Doug: There is an immediate need to handle water issues on the existing walking path. There continue to be problems with the beaver in the creek, they should be removed and or, we need to place raised walkways across low areas of the walking path.

Ken: handed in list of minutes, bylaws, etc.

Nathan: reminder that the officer term to serve on the Board is for two years

Ken: We have revolving members on the board so there will always be members with experience. Members include; Chairman, President, Vice President, Treasurer, Secretary and rest are Directors at Large.

The Chairman only votes in case of a tie. Originally our By-laws allowed up to 3 members and we had 3. Changes were made to bring the number of Directors up to six (6) with three Directors elected each year. This will allow for us to have a Board with experience carried forward to the upcoming year. The Chairman position will also help to keep the meeting in order and on track, to follow our agenda.

Annette, Anne and Mary are the remaining board members.

The committees are, Communication, Social, Architectural, and Long Range Planning.

Keys for mailbox are currently with Doug Van Lare; he will give one to Greg to be given to each Director.

Website Usage – great tool for the Association, it is informative can be used to post photos of events which take place in the community and is a great way to get communication to the community.

Golden Property Management has been a good choice for the community, their company is active and we have seen changes since the company took over the management.

The established committees are independent of the Board and they should and will meet on their own. They should be providing the Board with their meeting minutes and their goals for the future.

Ken: the reason the board became more active in the committees was due to, too much micromanagement it was the Board belief that the committees were not able to operate on their own.

Old members say good-bye and they will be available if anyone has any questions.

Greg: officer positions need to be selected. The President and Vice President for this year should both be new member of the Board, this allows for two years service. The President this year will take the Chairpersons position next year and the VP will take the Presidents position.

Dan prefers not to be president for his 1st time on board. Brian is O.K. with being Vice President.

Mary: nominates Anne MacArthur for Chairman, seconded by Dan. All in favor.

Mary: nominates Amy Van Lare for President, seconded by Dan. All in favor.

Mary: nominates Brian Bradner for Vice President, seconded by Anne. All in favor.

Mary: nominates Dan Finger for Treasurer, seconded by Brian. All in favor.

Mary Houck to remain as Secretary, all in favor.

Annette Chitman for Director.

Review audit / balance sheets.

CDs we currently have are for long-range necessities, such as future pond drainage.

Money market is for yearly reserve expenditures and immediate projects.

Financials – the balance sheet shows us where the Association is at a certain point in time each month. Balance sheets are accurate have been checked by auditor.

Dan will bring in 3- ring binders for members to keep track of all our paperwork.

New budget is will be discussed during August/September, the Directors will have the budget set during the month of November.

Mary moves to approve financials. 2nd by Dan.

Old Business:

Access path to common area: We have three (3) quotes for laying and pouring concrete and pavers. Approx. 4' wide x 110 feet in length. The Directors are in agreement to slope up the back of the hill to allow for use by owners who use strollers. Drainage has to be addressed, to stop water from draining back toward neighboring property owners. The homeowners on each side of access are in agreement. They will be included in choice of small shrubs and the landscaping to be placed along the path. We will make agreement for estimates via email.

The Directors agreed on a scheduled walk-thru to take place on Saturday February 9th at 9am. The directors will aim to have access area done by March, seed and clear rocks.

SouthernScapes Landscape Company currently cuts the large common area large mowers to keep the grass short and manageable. The Association needs and remove stones and rocks from the common area. It would be great to have volunteers to help reseed in the spring. We will need to increase mowing to this area to maintain the grass level; this will cost the Association a little more money in the landscape budget.

Beavers - We should try and trap the beavers to get rid of them; Dan will check with a friend regarding traps...this may be an on going long-term project. Greg has broken up 7 damns this past weekend.

Bridges – We can ask for volunteers to help place bridges over the low areas along the walking path. We don't have to make the bridges fancy, just useable and above the wet areas. Greg will check to see if there are requirement for rails along the walkway bridges, a check with the insurance company or the city engineer will prevail.

Newsletter with upcoming events.

Curbs coming into Meadow Creek from the north (Sandy Rindge) will be placed to help prevent further erosion of the property.

New Business:

Director meeting dates will be held on:

Every 4th Monday every 3rd month dates are April 28th and October 27th 2008.

General meeting July 28th.

Board will meet for _ hour after general meeting to discuss issues brought up with the members.
Post meetings on website.

Yard sale is 2 times per year in May and September/October.

BBQ possibly catered early in the summer. The Association will hire a company to cook.
Possible date will be Saturday May 31st.

Easter egg hunt Saturday march 15th, the Saturday before Easter at 2PM, Mary and Doug Houcks' house, 4527 Fairport Ct. (same as last year).

Directors will approve minutes via email and will request the website administrator to post them on the website.

The Directors will meet prior to the April meeting to discuss the walkway issue, the Directors will meet on Saturday morning Feb. 9th at the access point on Cantwell Court. Amy will send email.

Greg will email the estimates for work to the Directors for their approval.

The April 28th Directors meeting will be held at Amy Van Lares' house, 4511 Fairport Ct.

Mary moves to Adjourn. 2nd by Dan.

Meeting adjourned 8:45 PM.

Respectfully submitted by, Mary Houck