Minutes of the HOA Board Meeting
3:00 PM, October 16, 2018
3 Meadow Vista Court

Attendees

-Board Members:
Raymond McClinton
Ron Butler
Frank DiPalma
Marty Mann
Arthur Harvey

-HOA Members
Bob LeBoeuf
Jerry Hobbs
Sue Kirkman

-IPM Staff
Jennifer Bruce
Brittany Miller

Welcome

Raymond called the meeting to order.

Report from the MSC Committee

Marty sent an electronic copy of his report for inclusion in the minutes. Here is his report.

MSC Report To HOA Board
October 16, 2018

1. We are in the process of restaining decks at 30, 44, 46, 48 , 50, 52, 3 and 4 per our deck plan. They have been prepped, but last week's rain caused a delay in staining.

2. Unit 44/46 should be painted the week of October 29th by Burlett Painting which will complete the painting in 2018.

3. The Termite inspection has been completed by Terminex per their contract with the HOA. There are two units that have very high moisture and one of those will require some type of mediation. All homeowners have been notified of their individual home results by the MSC.

4. The light project in the park is complete. This was accomplished through volunteer work and donations. It is quite an improvement. MSC member Greg Blanc designed the project and coordinated the volunteers. Thank you especially to Greg for his time and leadership in the project.

5. The MSC met with homeowners last week and developed our proposed budget for the areas that we are most directly responsible for. We also want to propose to the Board that the MSC be increased to five members as it was in 2016 and that one of these members be either the MSC Landscape co-chair or a Meadows homeowner who is a member of the Landscape Committee. The three current members are willing to serve again in 2019. The MSC is working on a list of duties that they perform to provide to homeowners so that if they are interested in serving on the MSC they will know what the position involves. (The MSC membership is HOA Board appointed.)

6. Other small maintenance repairs were completed such as several gutter downspout repairs.

7. Gutters will be scheduled to be cleaned out after the leaves have fallen.

As detailed in item number 5 of his report, Marty proposed that the MSC be expanded to 5 members. The proposal was unanimously approved by the board.

Report from IPM

Our property manager, Jennie Bruce, is leaving IPM. Her replacement is Brittany Miller, who introduced herself to the board. She takes over from Jennie immediately. We thanked Jennie for her service to our community.

Jennie reported that there were 9 workorders and 26 work requests in last quarter.

Bob LeBoeuf noted that he has collected bids for the screen repair workorder to be reviewed by the MSC.

IPM had scheduled a meeting with US Lawns on November 3 to discuss landscaping issues. Prior to the scheduled meeting, US Lawns sent a letter terminating the contract Village Park for reasons of cost.

Frank asked about letters that were sent to two residents regarding the need to maintain their property. One owner has responded with plans that IPM judged to be satisfactory. The other owner has not replied. The next step is to call hearing with board and possibly impose a fine if the owner does not comply.

Review Sept 2018 YTD financials for HOA

Jennie presented the financial statements and clarified a number of questions from the board with respect to the meanings various items. In particular, the management of the reserve accounts and the details of the methods for roll-over of funds to the reserves were discussed.

So far, Meadows-specific expenses are tracking the budgeted amounts closely. The expenses for the community over all are over budget by

about $900. This is mostly due to gate repairs and higher than expected costs for snow removal.

Review preliminary 2019 budget prepared by IPM

IPM created a draft budget based on actual expenses for 2018. The budget for the overall community seemed good except for gate maintenance. The gate hinges and supports need replacement or repair along with some other items.

A meeting with the gate maintenance company has been scheduled to get estimates for the repairs. Once we receive the estimate, the proposed budget for 2019 will be updated.

The Meadows has done very thorough research and planning on anticipated future maintenance costs. Marty presented these changes to the board whose members all agreed the proposed budget should be updated according to these estimates. In particular, the MSC projected painting and deck staining costs for the next 10 years. Their proposed budget spreads anticipated expenses over multiple years such that annual dues are more consistent from year to year, and it likely eliminates the need for special assessments in these areas.

For the purpose of accounting and tracking this longer-term approach, the MSC suggested that the "Painting" and "Waterproof Decks" expense items be combined into a single expense item. There will be a new reserve account, "Painting Reserve", to accumulate money from the aforementioned combined budget item. Future actual painting and deck staining expenses will be paid from this reserve account. The board agreed with the MSC recommendation.

Discuss agenda for 2018 Annual HOA Meeting Dec. 3rd

The meeting will be held in the Fairview Library.

Bob LeBoeuf will present the MSC report on behalf of Marty.

An update on the state of the potential apartment complex will be presented.

It may be necessary for board members to call neighbors to make certain there are enough proxies submitted by residents who will not be able to attend. This is required to achieve decisive voting results.

Report from the Developer

The original plans for townhome locations might make the remaining townhomes uncomfortably close together. The developer decided to build only 3 townhomes instead of 4 in the remaining area. Work should begin on these next year.

Other Topics of Interest to the HOA

Frank gave a report on the annual social event. It continues to grow in popularity. Around 50 residents attended, and the addition of children's games attracted a number of children.

Thanks go to the developer for sponsoring the event, and to Frank and Sonya along with other volunteers for organizing and running the event.

The board decided that the HOA is responsible for the Leland Cypress trees that are encroaching on the road just inside the gate. The board will ask the landscape committee to determine when, by whom, and how, these should be trimmed.

The MSC requested that the board consider terminating IPM services. With the recent influx of new residents who are willing and able to perform some of the maintenance, and also willing to manage the selection, hiring, and work of outside contractors, the MSC believes we no longer need IPM. The general consensus of the community is that IPM is slow to get the work assigned and completed, the service providers they select are expensive, and IPM does not monitor the work during its performance nor assess the quality of the results.

The board discussed the implications of this change. Raymond stated that our previous bookkeeper is willing to commit to working with us for the next year. She will collect and maintain all financial records, and work with IPM accounting during the handover.

Raymond is willing to distribute all financial information. Minutes and other announcements can be emailed.

As it appears feasible, Marty made a motion that we terminate the IPM agreement. The board approved the motion.

We must give IPM notice 90 days in advance. Raymond will draft a termination letter to IPM so that the contract terminates end of January.

Meeting Adjourned

Action items:

- Raymond and other residents to meet with gate maintenance company regarding cost of repairs.

- Raymond to ask the landscape committee to manage the trimming of the trees encroaching on the road.

- Raymond to draft a letter to IPM terminating the contract.