

Meadowbrooke HOA Board Meeting Minutes

Date: 9/28/15

Time: 7:30 p.m.

Attendees: Wes Rammell, Brian Russell, Sandy Ream, Amanda Staggs (note the meeting was held at Don and Amanda Staggs)

| Topic | Discussion | Name/Date |
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| Jackola | <ul style="list-style-type: none">• Wes received a letter from Jackola stating they would be interested in serving as the ARC for the Meadowbrooke HOA. It was actually the same offer made and accepted by the 2013 board at the end of their term. The letter received outlined Jackolas responsibilities and costs. It is noted that although an agreement had been made with the firm it had never been utilized as the 2014 board decided that two of their appointed board members Shea Hicks and Clyde Raborn would serve as the ARC instead.• Questions were raised re: the cost of re-submission of house plans should the initial submission not meet with HOA guidelines?• The board also discussed how the contract with Jackola would work in conjunction with the HOA board? Would each land owner sign a contract with Jackola when they submitted their house plan? It was noted also that one of the former board members name was still on the contract which would need to be | Wes Rammell to have further discussion with Jackola |

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| | <p>corrected.</p> <ul style="list-style-type: none"> The board also discussed and agreed that the board would review and approve plans for out buildings, driveways, etc... only house plans would need to be submitted to Jackola. | |
| Shea Hicks letter | <ul style="list-style-type: none"> Shea Hicks on her own sent out a letter to all the HOA members attempting to rally support to go forward with the electric gate project at the main entrance of block 2 which had abruptly been halted with an overturn of the board at the annual meeting 7/22/15. Her intention had been to make a presentation to the current board showing a 2/3 margin of support to resume construction. Wes called Shea prior to this board meeting to invite her to present her responses and hear her presentation. Shea declined at this time but stated she had received 30 responses and felt she may need another month to hear back from everyone. Shea did not indicate to Wes how many of the 30 responses she received were in favor or against the gate. It is also noted that the responses the board has received after sending out the rebuttal letter have all shown support to discontinue the gate project. Responses have been received via HOA email, voicemail, and face to face conversations. | |
| Bollard removal | <ul style="list-style-type: none"> It was discussed whether the board should move forward without an official vote to remove the bollards. It was then decided that if the gate project is not going to move forward it is the responsibility of the board to remove the bollards and restore the pavement to the entrance of block 2 to avoid hazards and allow for snow plowing. | All in attendance agreed and will discuss finding at the next board meeting |

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| | <ul style="list-style-type: none"> • Wes and Brian who are both acquainted with Donovan who did the original construction of the bollards and cement pad. Wes will place a call to Donovan to discuss what sort of underground footing the bollards sit on so we know what would be entailed to remove them. Wes will also contact some paving companies to see if it is too late in the year to come out and lay new asphalt? | |
| HOA voting/bylaws/quoram | <ul style="list-style-type: none"> • Misc discussion to review the bylaws, voting methods, definition of quorum etc... was had. It has been a long standing challenge that there are more land owners than home owners within the subdivision and those not yet living here often show a lack of interest or involvement, understandably, in the daily activities and services rendered to those who are here. | All in attendance |
| New building requests | <ul style="list-style-type: none"> • Jerry Wiech has withdrawn his request to build a pole barn and is instead building a lien two off his barn. • Clyde Rabon has submitted plans for a pole barn with horse stalls. He has asked that all correspondence be conducted by mail only, no email or phone calls. Wes plans to respond to Clyde via mail as requested as he has some additional questions/clarifications. Wes will bring the discussion back to the board as needed. • Brian Russell/Sandy Ream are also planning for a pole barn on their property and will submit plans to Wes once they are drawn up. | Discussed by all. Wes Rammell reviewing plans |
| Snow plowing | <ul style="list-style-type: none"> • Wes noted he had received a bid from Geise who had formerly plowed for the HOA. He has deducted the travel costs from Kalispell that he formerly charged. • Wes plans to get bids from additional companies. | Agreed by all in attendance |

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| <p>Attorney/Eisenlohr</p> | <ul style="list-style-type: none"> • The board agreed the attorney we've been working with, Colleen Donohoe re: the electric gate project at block 2, should send a letter to Scott Eisenlohr, the gate contractor, and request a new invoice. The invoice needs to have a breakdown of the work actually done and of that what has already been paid for from the \$12,775.00 deposit previously paid by the former board. The current board feels there are items listed on the current invoice which have not been fulfilled and the HOA may be due a refund? | <p>Wes Rammell to discuss with attorney</p> |
| <p>Audit</p> | <ul style="list-style-type: none"> • The board reviewed the covenants to ensure that a licensed bookkeeper could in fact perform the audit in lieu of a CPA. This was found to be within the guidelines. • Carrie Clay has agreed to perform the audit and is requesting 2 yrs bank statements which Amanda will provide to her. • Both Carrie and Bookkeeping Plus use Quick books and the information should be easily transferred. • Carrie has not committed to taking on the bookkeeping duties for the Meadowbrooke HOA as she wants to clarify what her duties would be, but is open to the possibility. Bookkeeping Plus states they would be happy to continue providing this service as well. • The board will continue the discussion once the audit is complete and make a decision at that time. • The board is also hoping to get a straight forward accounting of what the current assessments are for each block and lots 10 & 11, the taxes, the charges for the common areas, etc... • The board continues to be in agreement that there should be a | |

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| | <p>separate bank account for block 1. And, that the vice president of block 1, currently Brian Russell, should set the assessments for block 1 as noted in the covenants. The vice president would also be responsible for writing a check to the block 2 account annually to cover the expenses of the common areas.</p> <ul style="list-style-type: none"> • This separation of money/accounts for block 1 and 2 is planned to take place after the audit and perhaps put into effect at the start of the new year. The bookkeeper will need to be apprised of this change so that assessments collected would be deposited into the proper account. | |
| Liens | <ul style="list-style-type: none"> • There appear to be 2 outstanding liens in place. Once the audit has been performed and we have more facts these liens will be reviewed. • In the case of the McDaniel's it appears that Mr. McDaniel was a small business owner and was unable to work soon after he bought property in the Meadowbrooke subdivision. Mr. McDaniel has since passed away and his widow did make a plea to the past board for some forgiveness of penalties and interest due to hardship... the board denied her request. • No information is known re: the 2nd lien at this time. | |
| Adjournment | The meeting was adjourned at 9:00 p.m. The next meeting date is to be determined. | |