

# Meadowbrooke HOA Board Meeting Minutes

Date: February 15, 2016

Time: 7 p.m.

**Attendees:** Wes Rammell, Brian Russell, Amanda Staggs

Topic	Discussion	Name/Date
Lights at Entrance to Block 2	<ul style="list-style-type: none"> <li>• Wes Rammell, President, looked into having the lights hooked back up at the entrance to Block 2. The rate for an electrician to come out is about \$150 to look at it and \$85 per hour to hook it back up.</li> <li>• Decided not to move forward with option as funds are low in the HOA account until 2016 members' dues are deposited.</li> <li>• Wes will look at the lighting himself for a solution.</li> </ul>	<p>All in attendance agreed.</p> <p>Wes</p>
Pond Aerator	<ul style="list-style-type: none"> <li>• Looking through keys to find the one for the motor box at the pond for the aerator.</li> <li>• Will find the brand of aerator to determine if a timer can be put on it for use during the summer months as it seems that it shouldn't have to run constantly in order to serve its purpose.</li> </ul>	<p>Wes</p>
Additional Gate Fees	<ul style="list-style-type: none"> <li>• HOA Board consulted an attorney to draft a letter to contractor used for the partial gate installation at the entrance of Block 2. Letter was a request for contractor to determine what work had actually been completed since contractor was paid 50% for the installation up front, prior to the install being halted. Response was that the contractor was too busy to research and provide the requested detail.</li> <li>• A second letter was drafted by attorney that summarized funds that the HOA felt may be owed back to the HOA for gate project paid at 50%, but may have not been completed at 50%.</li> <li>• A letter was sent back by the contractor with an invoice for additional fees that included approx. \$250 in research, an added \$800 consulting fee for</li> </ul>	<p>All in attendance agreed.</p>

	<p>trip out to meet with prior HOA board rep. to bid the job, and additional work that contractor claims was completed when construction was halted last July. Invoice totals approx. \$1,240.00.</p> <ul style="list-style-type: none"> <li>• Agreed to consult attorney for advice on how to proceed</li> <li>• NOTE: Do not have enough funds in HOA bank account to pay invoice at this time anyway.</li> </ul>	Wes
Assessments	<ul style="list-style-type: none"> <li>• Brian is still interested in reassessing dues for Block 1. Looking at the CC&amp;R's, Brian states that assessments should be apportioned equally to each lot with consideration for road expenses, repair, maintenance, and restoration...separately for Blocks 1 &amp; 2.</li> <li>• Agreed that this is an item to revisit, but that assessments should stay the same for 2016 so that invoices can be prepared and mailed immediately with the intent of replenishing the HOA bank account that is close to depletion.</li> <li>• Will contact/work with Bookkeeper to get 2016 dues invoices mailed out to members.</li> <li>• A "New Year Newsletter" will be drafted and sent with the invoices.</li> </ul>	<p>All in attendance agreed.</p> <p>Amanda</p> <p>Sandy/Amanda</p>
Double Diamond Invoice	<ul style="list-style-type: none"> <li>• At year end, an invoice from Double Diamond was received for paving of radiuses in Block 2 in July 2015.</li> <li>• There is a \$900 additional charge from original quote given in fall of 2014.</li> <li>• Will contact contractor to find out the particulars of the extra charges. This will also bide time until HOA bank account is replenished.</li> </ul>	<p>All in attendance agreed.</p> <p>Amanda</p>
HOA member agreement to pay back dues	<ul style="list-style-type: none"> <li>• A contract was drafted and presented to HOA member that had a significant amount of dues owed for previous years. It was agreed by BOD that interest and fees would be waived if member agreed to pay \$1,000.00 by the last day of each month going forward until the balance was paid in full, including dues for 2016.</li> <li>• Member returned signed contract and first payment is due by 2/29/16.</li> </ul>	Update
Mowing & Weed Abatement	<ul style="list-style-type: none"> <li>• Mowing and weed abatement should continue twice per year, in the spring &amp; fall.</li> <li>• Table as action item for next meeting.</li> </ul>	All in attendance agreed.

Adjournment	Meeting adjourned at 9:00 p.m. Next meeting date/time to be determined.	
Addendum	<ul style="list-style-type: none"> <li>• 2016 Annual Dues invoices (along with Newsletter) were mailed to members 3/2/16.</li> <li>• Amanda contacted Double Diamond regarding additional paving costs, Wes consulted with another paver on pricing and found that contractor pricing was within reason, Wes instructed Amanda to pay invoice from Double Diamond for radius work in Block 2 once funds were available in HOA bank account to do so.</li> </ul>	
Correction	<ul style="list-style-type: none"> <li>• Following excluded from original minutes -- A summary of the following was discussed: HOA Member states that they did not hear back on approval/disapproval within 30 days of building plan submittal. A letter was received from member on October 16<sup>th</sup> stating that they would begin building since a response was not received. The HOA Board returned letter stating that they had, indeed in good faith, responded within 30 days and included a copy of such letter mailed to member within the 30-day time frame. HOA Board received a letter dated December 18<sup>th</sup> from an attorney representing HOA member stating that member wants confirmation that title history will reflect that the HOA Board allowed member to proceed with construction. Failure to respond to letter would result in lawsuit. HOA Board consulted attorney and HOA Board responded that there would be NO defamation to the title history and that the Board is more than willing to work with HOA member. CC&amp;R's state that if plans are not approved or disapproved within 30 days, then approval will not be required and the article will be deemed to have been fully complied with. HOA Board doesn't understand the need to have such stated in a letter back to member. At time of HOA Board meeting on 2/15/16, Board had not received word back on issue.</li> </ul>	