

Meadowbrooke HOA Board Meeting Minutes

Date: July 14, 2016

Time: 7:30 p.m.

Attendees: Wes Rammell, Steve Lange, Amanda Staggs

Topic	Discussion	Name/Date
Temporary Position	<ul style="list-style-type: none"> • Steve asked about his temporary position as VP of Block 1 as agreed during last meeting on June 16th, 2016. He was asked by a member if it was put to vote and it wasn't put to a vote amongst the HOA membership. • It was reiterated that his assignment did not need to be put to vote amongst the entire HOA membership. Article VI of the Bylaws, Section 2: Resignations, Vacancies states a resignation "may be filled by the affirmative vote of a majority of the directors then in office". "A director elected to fill such a vacancy shall be elected to serve until the next annual meeting of the members." • The nomination was made during the June 16th meeting, a meeting that Steve and Pam Wasserman were invited to attend. The majority of the currently elected BOD voted in favor of Steve filling the position until elections. [Currently three (3) active Directors, two (2) of the three (3) active Directors, Wes Rammell & Amanda Staggs, voted in favor of Steve Lange filling the VP of Block 1 position, thus a majority vote of the HOA Board of Directors. This was necessary to have fair representation within the Board for Block 1.] 	Review
Lawsuit/ Demands for Info.	<ul style="list-style-type: none"> • On 6/22/16, Letter received from same member in which suit had been settled. Letter dated 6/19/16 asks HOA BOD if they had "notified the Montana Attorney General's Office of the legal action" filed against Meadowbrooke HOA. <ul style="list-style-type: none"> ◦ Demand for a response within five (5) business days. ◦ HOA Attorney consulted. Attorney drafted/returned letter dated 6/23/16 stating that no reporting was necessary. • Will look into possibly consulting another attorney as invoices seem expensive with regard to actual services rendered. 	Update/Agreement

	<ul style="list-style-type: none"> • On 7/14/16, Letter received dated 7/8/16 from same member requesting information on ten (10) items of interest (i.e., member names or lot#'s from poll results, meeting minutes, member notices, bank balances, financial audit...) ◦ Again, the demand was made for a response within five (5) business days. ◦ All in attendance agree that the requested response time is unreasonable, especially given preparations for the upcoming annual general membership meeting & elections on 7/20/16. Letter will be sent back indicating that a response will be forthcoming, but not within the five (5) day time frame. <ul style="list-style-type: none"> ▪ Discussed board members' resignation letter and original meeting minutes from 2/15/16 removed from website [to get Steve up-to-date]. <ul style="list-style-type: none"> • Resignation letter dated 2/16/16, but not submitted to the HOA BOD until 5/9/16. No knowledge of resignations until email on 5/8/16. Participated as active Directors up until and during 4/26/16 board meeting. • Original meeting minutes from 2/15/16 drafted by Treasurer since Secretary did not attend meeting. Minutes were sent to Secretary 5/4/16 to post to website, but email was also sent same day stating that there was a meeting item missed on the minutes reporting regarding member lawsuit. Minutes were posted by Secretary to website without adding the additional discussion item around 5/9/16. 	
Mowing/Weed abatement	<ul style="list-style-type: none"> • Subdivision mowing was started the week of June 27th. • Delayed a week due to equipment issues. • Mowing started with commercial mower. Finished with smaller mower due to further equipment issues. <ul style="list-style-type: none"> ◦ Expecting improved service next go-around with fixed equipment • Weed abatement delayed until weeds are at growth cycle where it's most effective. 	Update
Maintenance	<ul style="list-style-type: none"> • Need to look at subdivision maintenance needs and put together a financial plan for meeting those needs. (i.e., crack fill again, with plans to chip seal in sections, use of HOA weed sprayer, etc.) 	Still tabled until after Annual Meeting/Elections
ARC	<ul style="list-style-type: none"> • Be sure that Jackola informs members of need for a paved/concrete apron on driveway entrances to subdivision roads/cul-de-sacs - <i>Update: Notice of</i> 	Udpate

	<i>this as well as debris on roadway now included in Jackola's approval letters back to members.</i>	
Annual Meeting	<ul style="list-style-type: none"> • Notice of annual meeting, proxy vote forms, financials, and dues statements mailed to HOA members 6/30/16 for meeting on July 20th. • Notice of interest/fees imposed if dues are <i>not</i> paid within 30 days included on Dues Statements. Notice states: <p style="text-align: center;"><u>If annual dues are not paid in full, homeowners will not be allowed to vote</u></p> <p style="text-align: center;">Any assessment not paid within thirty (30) days after the due date shall accrue interest and/or late charges of 1.5% monthly to the maximum of 10% annually.</p> • Reviewed agenda and discussed meeting expectations • Reviewed material regarding meeting "rules of order" • Looking for ballot form for annual meeting • Continue to contact members to remind them of the upcoming meeting & elections 	Update
Bylaws/CC&Rs	<ul style="list-style-type: none"> • Discussed and agreed upon the following proposed adjustments to Bylaws/CC&R's, in order to protect the interests of all members, to be presented to the membership: <ul style="list-style-type: none"> ○ Add a section that addresses members who are detrimental to the HOA as a whole in regard to disallowing ability to hold office as a HOA Director or any other appointment relative to Meadowbrooke HOA. ○ Add a section defining dollar amount threshold (perhaps as percentage of grand total of annual dues of membership) per calendar year that will require the vote of the HOA membership to proceed with expenditure (i.e., expenses that could be considered maintenance in nature, but costing much more than a typical/routine maintenance expense). [Better definition of Annual Assessment vs. Special Assesment] 	All in attendance agreed.
Adjournment	Meeting adjourned at 9:00 p.m. Next meeting will be Annual Meeting & Elections on 7/20/16, 7 p.m., Marion Grille (Hilltop) Pavilion, Marion MT.	