

MEADOWBROOKE HOA
BOARD OF DIRECTORS MEETING – January 17, 2019
MEETING MINUTES

Attendance:

Walter Wilkinson, President

Mary Raborn, Treasurer

Shea Hicks, Secretary

Diana Cameron, Representative

Not in attendance: Stewart Hillis, Representative

Meeting called to order at 11:00AM by Walter Wilkinson

Approval of minutes from last meeting. The BOD did not have a December board meeting. The November minutes were approved via email by BOD members, Walter Wilkenson, Mary Raborn, Diana Cameron and Shea Hicks on 12/13/18. Stu Hillis did not respond. Minutes were posted to the Meadowbrooke website on 12/14/18. Walter asked for an approval at this meeting. Mary Raborn made a motion to approve the minutes, Diana Cameron seconded the motion. Approved.

1. FINANCIAL REPORT - Treasurer Mary Raborn reported the following information.

- a. Balance in the checking account as of 01/17/19 is \$11,946.97.
- b. Outstanding bills: Water Wilkinson \$103.39 (reimbursement for signs etc.) Bookkeeping AA \$70.00 for entering checks, and deposits in Quickbooks. Balancing bank statements and preparing financial statements for review.
- c. Flathead Electric bills: 11/25/18 \$79.00. 12/25/18 \$101.00 (included \$40.00 disconnect/reconnect fee). Meadowbrooke received a revenue check from Flathead Electric for \$11.87 for member credit refund.

The bookkeeper provided financial statements for review. There were several discrepancies in her reports. Mary notified bookkeeper of discrepancies back in December and followed up with a reminder. There are continuing concerns with this bookkeeper and her record keeping. BOD determined that the bookkeeper will need to be given a deadline of February 15th to mail out the HOA annual assessments. Upon mailing of the assessments, the BOD will look to replace the current bookkeeper.

Shea made a motion for approval of the Financial report: Second by Diana. All approved.

2. OPEN ISSUES

- a. Walter picked up the The Meadowbrooke ARC Plans from Wes Rammell. Plans will be stored at Shea Hicks home.
- b. CC&R violations. (discussion of where to focus attention). The board chose to focus on two of the most prevalent issues of concern in the subdivision. 1. The paving of driveway aprons. And 2. The screening of multiple vehicles and recreational vehicles.

- c. CC&R's (proposed letter to members in violation) Walter prepared a Newsletter that will go out to all Meadowbrooke members by January 31st. The newsletter states that "the Board will be addressing CC&R violations over the next several months." Walter submitted a non-compliance letter to the Board in November for their review and input regarding format and language. Diana submitted a non-compliance letter at this meeting. Discussion was held as to the format and wording of both documents. Walter will prepare a new document with revised format. The Board discussed the amount of a monthly fee that should be assessed for any members that do not address their non-compliance issue. A fee of \$50.00 per month was discussed. The revised non-compliance letter will be sent to all BOD officers for their approval. Stu Hillis was not in attendance at this meeting and should be allowed to review and submit his suggestions for the outgoing letter.
 - d. Latest Gate Proposals. Diana stated that she had requested further detail from Mild Fence regarding the proposal that they had submitted on the electric gate. There has been no further information or correspondence from Mild Fence regarding their proposal. Walter has been in contact with Scott Eisenlohr who worked on the initial gate installation several years ago.
 - e. Landscape Committee activity. The solar lights that were installed at the mailboxes were vandalized and the solar panel was stolen. Although the solar panel was installed at the peak of the mailbox structure, it was pulled down. Mary stated that Clyde Raborn suggested that if we decide to re-install some new lights, that we build a bracket to mount the solar panel at the top ridge of the mailbox structure. Walter stated that he would like to see solar lights that work on a motion detection. Diana stated that Costco sells those type of lights. Shea suggested that we wait until Spring to install new lights. There is currently no activity for the landscape committee during the Winter months.
3. NEW BUSINESS
- a. The Marion Fire Department was going to conduct a test on the hydrant at the fire suppression pond, but were called away and unable to complete the test. They will conduct a test at a later date.
 - b. With the recent burglary of a residence here in Meadowbrooke and the break in of a storage unit here in Marion, some residents here in Meadowbrooke have become more aware of suspicious activity within the area. Several residents have encountered a person that is trespassing on properties here in Meadowbrooke. The individual has been asked not to trespass on private property.
 - c. Walter asked if any BOD members are aware of any possible new building projects in 2019. There are currently no projects that we are aware of.
 - d. Shea asked the BOD if we are going to consider addressing any of the Article's of the CC&R's that were voted on at the Annual Members Meeting. It was discussed and decided that at this time we would like to focus on implementing the procedure for maintaining compliance with the CC&R's.

Next meeting for the BOD will be an open meeting for all members, and will be held at the Marion Fire Hall on Thursday, February 21st at 6:30 pm.

Shea made a motion to adjourn the meeting at 12:55 pm. Mary seconded. All approved