

MEADOWBROOKE HOA  
BOARD OF DIRECTORS MEETING – February 21, 2019  
MEETING MINUTES

Attendance:

Walter Wilkinson, President  
Mary Raborn, Treasurer  
Shea Hicks, Secretary  
Diana Cameron, Representative  
Stewart Hillis, Representative

HOA members in attendance: Clyde Raborn, Jerry Wiech, Phill Caddell, Wendy Blankenship, Scott Cameron, Anita Hillis

Meeting called to order at 6:30 pm by Walter Wilkinson

Approval of minutes from last meeting. Walter asked for an approval. Diana Cameron made a motion to approve the minutes, Mary Raborn seconded the motion. Approved.

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

- a. Balance in the checking account as of 02/21/19 is \$11,803.45.
- b. No outstanding bills
- c. CD balance remains the same at \$15,652.28
- d. Flathead Electric bill: Auto pay \$52.00

The bookkeeper reported that the annual assessment billings were mailed out on Friday, February 15, 2019. Glacier bank provided a 1099 to the bookkeeper, and she thought she could start on the tax return this week.

Mary stated that the annual report for the Secretary of State is now due. She tried to access the account to complete the report but was denied access. She then contacted the bookkeeper to get authorization but was informed by the bookkeeper that Wes Rammel (past President of HOA from 2015/2016) was the only one authorized to access the account. Mary explained to the bookkeeper that Wes Rammel needs to sign over authorization to our current President, Walter Wilkinson. Mary will also check with Amanda Staggs who was the Secretary for the HOA during Wes Rammel's tenure as President, and see if she has any information on the Secretary of State filings.

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

2. OPEN ISSUES

- a. Newsletters were emailed out to members on February 1<sup>st</sup> then hard copy followed in mail. Shea reported that we had one response back on the newsletter from a member who stated that they were the victim of the burglary that happened in the subdivision and did not think a

- gate would have helped in any way to deter the criminals. They did express their gratitude to several members of the community for help in securing the home after the burglary.
- b. CC&R violations. Letters will be sent out by the end of the month to members who are in violation of the following issues. 1. The paving of driveway aprons. 2. The screening of multiple vehicles and recreational vehicles.
  - c. Latest Gate Proposals. Walter presented a new and revised estimate for gate installation at the south and north entrance to the subdivision. Eisenlohr Enterprises, Inc. estimate for the installation two electric gates is \$39,200.00. That estimate stated that it did not include excavation or electrical service. Walter emphasized that this is still in the exploratory phase and more research and development of funds will need to be explored. Walter also stated that he has not had a return call from the gentleman who tore out some of the infrastructure and what happened to the bollards that were taken. Clyde Raborn volunteered his equipment and time to save money on the excavation. Stu Hillis volunteered his expertise at welding and stated he would build the gates to also help in cost savings. Stu also stated that Sam Cox has a contact who could possibly install the controls for the gates, which would provide a further cost savings. Clyde Raborn stated that he believes all sensors are still in place in the road at the North entrance of the subdivision.
  - d. Update on road resurfacing. Stu Hillis reported that he has requested a new estimate from the Asphalt Doctor for the resurfacing of the roads in the subdivision. In order to save on cost, the BOD made the decision that the main road (Marion Hubbart Spur) should receive two coats of seal and the cul-de-sacs of C.W. Mitchell Ct., Charles Haskell Ct., and Lewis Kelsey Ct., would only receive one coat of seal. We are waiting for new estimate. Walter estimated that with our current bank balance, CD balance, and upon receipt of the annual assessments for all 46 properties, the HOA should have approximately \$43,500.00.
  - e. Financial assistance for thinning of vegetation. Mary stated that her contact is looking into the possibility of Grants that will provide assistance to property owners in the clearing of vegetation and fire fuel on their properties. Clyde Raborn stated that he believed that there was a minimum acreage that had to be met in order to qualify for the Grants. Stu Hillis mentioned that an HOA member Dave Roberts knows how to apply for the Grants and may be of assistance.
  - f. Landscape Committee activity. Because of the weather and snow there has been no activity by our Landscape Committee. Member, Wendy Blankenship stated that Bob Blankenship has been clearing the snow away from the fire hydrant at the pond and keeping the snow cleared near the mailboxes. It was also noted that the fire department did check the hydrant at the pond and everything is in perfect working order. Clyde Raborn stated that he would like to see the BOD address the noxious weed problem within the subdivision. Walter said that he would address the weed issue in the next quarterly Newsletter to the members.
3. NEW BUSINESS
- a. Guidelines for building plan submissions to the Meadowbrooke HOA for Architectural review. Shea Hicks reported that after a recent submittal of plans in a PDF file format by a property owner in Meadowbrooke, she contacted Jackola Architecture and Engineering to verify that they would be willing to accept files in that format. Ned Halling with Jackola stated that he preferred receiving the plans in that format. The BOD discussed the review of plans and procedure for making sure that the HOA is kept informed of what is being submitted and that the CC&R's are being complied with. All Architectural plans (PDF and/or hard copies) will be submitted to the HOA and then forwarded to Jackola for review. The BOD also stressed that a check for the review process must be received before any plans are forwarded on to Jackola for review. Shea stated that she would be meeting with Ned Halling on Monday, February 25<sup>th</sup>

to review the Meadowbrooke Homeowners CC&R's and provide him with a written guideline of what needs to be verified on building plans based on the Articles defined in the CC&R's. It is imperative that a complete set of plans are submitted to Jackola to meet the 30 day review guideline.

Shea also noted that a particular property has a structure on it, but there is no record of any plans being submitted and approved. Stu stated that it would have been constructed during Wes Rammell's tenure as President.

- b. Trespass issues and contact with Weyerhaeuser regarding squatters on their property. Shea updated the BOD and members present at our meeting. The squatters on Weyerhaeuser property have moved out of the area for the Winter, but have left their trailers behind on the property. Shea has contacted Weyerhaeuser and will supply them with a map of the property in question to verify that it is Weyerhaeuser property.
- c. An HOA member in attendance at the meeting requested information on the burning of slash piles on his property. Several members offered their assistance and advice as to when and how the piles can be safely burned in the next few months.
- d. Walter suggested that during our May open quarterly meeting we have Katie with the Marion Fire Department address the issue of fire control and burning in our subdivision and someone from Flathead County to speak on the control of noxious weeds.

Next meeting for the BOD will be March 21<sup>st</sup> at Diana Cameron's home at 11:00 am.

Walter made a motion to adjourn the meeting at 7:37 pm. Mary seconded. All approved