

MEADOWBROOKE HOA  
BOARD OF DIRECTORS MEETING – APRIL 11, 2019  
MEETING MINUTES

Attendance:

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

Meeting called to order at 3:00 pm by Walter Wilkinson

Approval of minutes from last meeting. Walter asked for an approval. 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 per the last bank statement was \$19,829.45
  - b. Outstanding Bills - Flathead Electric \$52.00  
Bookeeping AA - \$307.80 (Assessments, mailing costs, tax return prep.)  
Shea Hicks – \$55.28 (Mailings, office supplies, copies)  
Mary Raborn - \$20.00 (Filing Fee, MT Sec. of State annual report)
  - c. CD balance remains the same at \$15,652.28 – Note all three CD's are due to renew in May
  - d. Forty three of the 46 properties have paid their annual assessments

Mary and Walter confirmed that the issue with the Montana Secretary of State has been resolved and all the proper paperwork has been updated. Mary also noted that the bookkeeper has been doing a good job and the assessments went out in a timely manner and the tax return was also filed on time.

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

2. OPEN ISSUES
  - a. Walter addressed the issue of what the Board of Directors responsibilities should be within the HOA and our responsibility to work with the members of Meadowbrooke and adhere to the CC&R's as they are written.
  - b. CC&R violation letters were mailed out to four members. All members have responded with their proposals to remedy the violations. One property owner addressed the issue of the driveway approaches that are in violation. The CC&R's specify that the product that is to be used for the approaches is to be asphalt or concrete. Several property owners in the past used a recycled asphalt material that is now breaking down and the material is being tracked onto the roadways. The BOD will investigate possible solutions to fix the issue and offer those solutions to the property owners. Stu Hillis recommended that the procedure he used on his recycled asphalt approach would be a viable solution. Applying diesel (as a binding agent) on a hot summer day with temperatures of 80-90 degrees and compacting the product makes it firm up just like pavement. Shea Hicks suggested contacting the companies that bid the road resurfacing and see if the resurfacing product would adhere to and work on the recycled

material. Shea said she would contact Double Diamond and Stu said he would contact Asphalt Doctor.

Another CC&R violation that was discussed was the parking of recreational vehicles and camp trailers. RV's may not be parked on a lot for more than six (6) months per year. Permanent parking is prohibited, unless shielded from view. Stu asked if the BOD would address the violation of a child's play house that is visible from the road, but Walter stated that the CC&R's only address shielding RV's from view.

- c. Latest building plan submittal for property owner regarding water well placement. The property owner submitted a request for a site plan modification with the health department and the plan was approved. House Plans were reviewed by Jackola and approved. The property owner is aware that he is responsible for contacting the neighboring property owner to obtain an easement in relation to his water well protection zone infringing on the neighboring property. He stated that he will supply all documentation to the HOA to be placed in his file for future reference. Stu Hillis stated the property owner has also requested to relocate his septic drain field and is working with the health department on the relocation. Mary asked if the owner would then submit a new revised site plan for his file with the approved water well site and septic drain field. Stu stated that the owner would take care of it.
- d. Latest gate INFO. Stu Hillis provided an estimate of costs to build four gates. Steel \$2115.40; Labor \$850.00; Miscellaneous \$375.00; Actuator \$1,670.00 for a total of \$5010.00. Powder coating, controls, installation would be an extra cost, but total should still be under \$20,000.00. Project will be a couple of years away. Members will vote on approval or disapproval of the gated entries and funds will need to be replenished.
- e. Update on road resurfacing. We have the proposal from Asphalt Doctor and are now waiting for a proposal from Double Diamond. The BOD will review both bids.
- f. Landscape committee activity. Walter noted that spraying along the roadways will need to be done soon and Shea acknowledged that the spray rig is stored on her property. The gravel that was applied at the main entry of the subdivision near the mailboxes during the winter has been cleared off the roadway.
- g. The May BOD meeting is also an open meeting to members and will be held at the Marion Fire Hall on May 28<sup>th</sup> at 6:30 pm. Mary stated that the fire chief would give a brief talk on defensible space around structures and Walter stated that he was trying to contact someone at the County to give a brief talk regarding the noxious weed issue. Walter said he would make a note of the open meeting in the quarterly newsletter and Shea will post a flyer at the mailboxes.

### 3. NEW BUSINESS

- a. The annual members meeting was discussed and tentatively scheduled for July 11<sup>th</sup> at 7:00 pm at the Marion Fire Hall.

Next meeting for the BOD is an open meeting and will be May 28<sup>th</sup> at Marion Fire Hall at 6:30 pm.

Shea made a motion to adjourn the meeting at 4:35 pm. Diana seconded. All approved