

MEADOWBROOKE HOA
BOARD OF DIRECTORS OPEN MEETING

October 15, 2020

Attendance: Board of Directors

Walter Wilkinson, President
Bob Alvarez, Vice President (via phone)
Diana Cameron, Secretary (via phone)
Wendy Blankenship, Treasurer
Jerry Wiech, Representative

Attendance: HOA Members

John & Valerie Ferrero	Wendy Alvarez
Bret & Kimberly Bullock	Scott & Paige Bluhm
Scott Cameron	David Roberts
Clyde & Janet Raborn	Stu & Anita Hillis
Dick Abel	Vickie Wiech

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

Approval of minutes for BOD meeting on September 17, 2020. Wendy made a motion that the minutes from the September 17, 2020 meeting be approved. Bob seconded the motion. All BOD members approved. Diana will post to the HOA website along with the applicable Treasurer's report for September 2020.

1. FINANCIAL REPORT – Treasurer Wendy Blankenship reported the following:

a. Operating Checking Account

Beginning balance as of October 2020: \$20,900.99

Bills paid – Flathead Electric (autopay) - \$70.00

Jackola Engineering - \$372.04 (final checklist for HOA; Barr plans final; Eagan plan review)

State Farm Insurance - \$1,178.00 (annual liability insurance renewal)

Eagle Custom Homes - \$50.51 (refund balance Barr plan review balance)

Wendy Blankenship - \$11.95 (refund lien update filing & postage)

Marion Fire Auxiliary - \$35.00 (rental fire hall 10/15/2020 open BOD meeting)

Deposit - \$285.00 (Eagan plan review fee)

Ending balance Operating Checking Account: \$19,468.49

b. Road Maintenance Account

Beginning balance as of October 2020: \$22,575.00

No activity on account.

Ending balance Road Maintenance Account: \$22,575.00

Wendy let the BOD know that the invoice received from Jackola Engineering contained a line item charge for an HOA member calling Jackola directly with questions regarding construction. Wendy spoke to both Ned Halling and Mindy Rosenlund at Jackola regarding the issue of a member contacting Jackola directly without BOD knowledge and the HOA being billed. Jackola agreed to reverse the charge and discussed the fact that in the future HOA members are to be directed to contact the BOD directly. Wendy let the BOD know that last year's liability billing had been \$1,142.00, so there

was a minimal increase of \$36.00. Wendy wondered if the BOD had any responsibility to notify the insurance carrier that there was going to be an increase of homes built and completed within the HOA with next year's prospective building. Walter replied that he didn't think so, but was an item that the BOD should discuss in the spring. Wendy let the BOD know that she was tracking Jackola billing amounts for HOA member plan reviews, had created a spreadsheet to detail expenses and when final letter has been issued by Jackola for plan approval and all billings received, she will see that either a refund or billing is issued, whichever is applicable. Walter asked for clarification that the lien update had been completed and if the amount was the \$1,585.24 showing on the Treasurer's report as outstanding receivables. Wendy stated that the lien had been filed, but was for \$1,573.29 as she didn't have the filing fee or postage fee amounts when preparing the lien. Those costs have been added to the member's account. Diana made a motion to approve the Treasurer's report. Jerry seconded the motion. All BOD members approved.

2. OPEN ISSUES

- a. Status of construction in Meadowbrooke: Walter stated there continues to be a lot of construction activity in Meadowbrooke. Progress continues on Duval, and Gillette properties. Work has begun on Barr residence. Eagan plan to start construction soon with plans recently approved. Infrastructure has begun for King and Cosand. Infrastructure will begin in spring for Ferraro. Building set to begin for King in spring. Bullock's were in attendance at meeting and Wendy asked if their plans for construction had changed since the annual meeting. Bret shared that they have had to postpone construction with the increase in cost of construction. They are not sure when they will be able to start construction. Walter asked Wendy if she was aware of any other members planning to begin construction between now and spring. Wendy stated that those mentioned were the only projects she is aware of.
- b. Sale of sprayer: Walter stated that only one bid has been received for the sale of the sprayer. Wendy asked those members in attendance if anyone was wanting to submit a bid and asserted that she had checked the HOA mail that afternoon and there were no bids received by mail. No response from members on interest of submitting a bid. Walter opened the bid received. Bid was from Shea Hicks for \$400.00. Walter stated that the bid would be awarded to Shea as it was the only bid received.
- c. Snow Plowing: Walter stated that the BOD had been working on getting bids for the coming season of snow removal. Three companies were contacted to submit bids with two bids being submitted. First bid was from Bear Creek Excavating for \$275.00 per plow. Second bid received was from Belston & Company for \$235.00 per plow. Walter stated that the bid would be awarded to Belston & Company. Walter will contact Tyler Belston to let him know that he has been awarded the bid and will work on writing up a contract for the service. Wendy asked for clarification that the HOA would continue with the policy of the BOD contacting the contractor on when to plow and Walter stated that we would continue with that policy.
- d. Architectural review questions: Walter reminded HOA members that if anyone has questions regarding the building process, HOA CC&Rs, etc., they are to contact BOD and are not to contact Jackola directly. With the recent change of the contract with Jackola and the HOA being charged for each contact, it is imperative that Jackola be contacted as little as possible.

3. NEW BUSINESS

- a. Construction sites need to have entrances graveled before winter: Walter stated there has been some issues with mud coming out on the roadway from properties currently having infrastructure or construction going on. It is very important for the upkeep of our roadways that driveways be graveled to prevent this. Walter let the members know that a reminder to gravel driveways during construction will be going out and for those members who might question or have concerns for the notice, this is the reason for it. Notice will only be sent to those owners that it is applicable.

- b. HOA security: Walter let everyone in attendance know that a group of walkers came across a hypodermic needle along the HOA roadway. There have been multiple hypodermic needles found this year within the HOA. Walter asked that members continue to be aware of people coming into the HOA. Walter also reminded everyone to please adhere to the speed limits as there are lots of people out walking.

Walter asked if anyone would like to say anything or if there was anything members in attendance would like to bring forth for discussion. No response. Walter thanked everyone for attending the open board meeting. Wendy reiterated that it is a great turnout and the BOD appreciates those who attended. Wendy made a motion that we adjourn the meeting. Jerry seconded the motion. All BOD members approved.

Meeting adjourned 6:51 pm

Next BOD meeting will be held on November 19, 2020 at 2:30pm MST.

Special Note: At the conclusion of the BOD open meeting, member Clyde Raborn let Walter know that the HOA fire retention pond had been winterized for the season.

Meadowbrooke HOA Board Meeting

October Treasurer's Report

October 15, 2020

Operating Checking Account:

Beginning balance October 2020: \$20,900.99

September Paid:

Flathead Electric	70.00	(auto pay)
Jackola Engineering	372.04	(final checklist for HOA, Barr plans final, Eagan plan review)
State Farm Insurance	1,178.00	(annual liability insurance renewal)
Eagle Custom Homes	50.51	(refund balance Barr plan review deposit)
Wendy Blankenship	11.95	(refund lien update filing fee & postage)
Marion Fire Auxiliary	35.00	(rental fire hall 10/15/2020 open BOD meeting)
Deposit:	285.00	(Eagan plan review fee)

Ending balance: \$ 19,468.49

Road Maintenance Account:

Beginning Balance October 2020: \$22,575.00

September: NO ACTIVITY

Ending Balance \$ 22,575.00

45 Lots paid @ \$500.00 per lot = \$22,500.00

5 Lots late fee @ \$15.00 per lot = \$ 75.00

Outstanding Receivables (1 Lot unpaid for multiple assessments; includes late fees and finance charges) = \$1,585.24