

MEADOWBROOKE HOA
BOARD OF DIRECTORS MEETING

September 7, 2021

Attendance: Board of Directors

Walter Wilkinson, President
Bob Alvarez, Vice President
Tyler Belston, Secretary
Wendy Blankenship, Treasurer
Jerry Wiech, Representative

Meeting called to order at 7:45pm by Walter Wilkinson

Approval of minutes for HOA Annual Members Meeting on August 5, 2021. Tyler made a motion that the minutes from the August 5, 2021 meeting be approved. Jerry seconded the motion. Approval of Special BOD meeting on August 19, 2021. Jerry made a motion that the minutes from the August 19, 2021 meeting be approved. Tyler seconded the motion. All BOD members approved both meeting minutes. Wendy has already posted to the HOA website along with the applicable Treasurer's report for August 2021 as the board already approved by email.

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

a. Operating Checking Account

Beginning balance as of September 2021: \$14,910.28

Bills paid – Flathead Electric (autopay) - \$74.00

Bookkeeping AA, Inc. - \$70.00 (bank statements, prepare financials for annual mtg)

Wendy Blankenship - \$491.84 (reimb chemical, office supplies, lien filing fee, postage, GoDaddy)

Glacier Paving - \$5,825.00 (50% deposit for crack sealing of roadways)

Deposit - \$135.00 (pymt of noxious weed spraying invoices)

Ending balance Operating Checking Account: \$8,584.44

b. Road Maintenance Account

Beginning balance as of September 2021: \$45,105.00

NO ACTIVITY

Ending balance Road Maintenance Account: \$45,105.00

Wendy reported that once the crack sealing of the roadways has been completed and paid for she will make sure a transfer is done from the Road Maintenance Account to the Operating Checking Account for the total expenditure. The BOD previously agreed that the expense would be paid from the Road Maintenance Account; however, there are no checks for that account, so payments were made from the Operating Checking Account. Bob made a motion to approve the Treasurer's report. Tyler seconded the motion. All BOD members approved.

2. OPEN ISSUES

- a. Construction Update: The board discussed the 2 lots currently working on infrastructure. The third lot owners that had planned on infrastructure work during a recent visit were unable to accomplish much due to an injury received while hiking.

- b. Driveway aprons: The board discussed the issue of properties that have completed construction and currently do not have driveway aprons installed. There are a total of four properties, with only one property scheduled for driveway apron installation. Two of the other properties are still within the year of construction completion. It was discussed that with the timeline still within CC&R guidelines, as well as the issues of getting work from contractors scheduled, the BOD would table any issues of compliance until spring of 2022.
- c. Community fall work day: Walter stated that the BOD previously agreed to have another community work day to complete the work and clean up started at the pond and meadow area. The board discussed scheduling for cooler weather as well as feasibility of burning slash piles. It was decided that October 16, 2021 would work and notice will be given to HOA members prior to that date by an email notice as well as being included in the September HOA newsletter. Bob will take care of including in the newsletter. Walter asked Wendy to confirm with Katie at the Marion Fire Dept. that they are still planning on burning the meadow once the work has been completed.
- d. Snow plowing: Walter stated that we need to get bids for this coming season of snow plowing. Walter stated that he will contact Joe Waggen for a bid. Walter asked Tyler to get his bid put together and submit. Walter asked Wendy to contact Chad Pluid to see if he would like to submit a bid this year. Deadline for submission of snow plowing bids will be September 20, 2021. Tyler will abstain from the voting process to award the bid.
- e. Lighting for mailboxes: The board discussed the lighting options to be installed at the mailbox area and agreed that there needed to be lighting at the box area only and should not be motion sensor. Bob had researched different solar light options and presented the board with the couple he had narrowed down to. Found an option that was LCD, waterproof, brightness can be adjusted and was on sale. BOD agreed this was a good option and Bob said he will take care of ordering. A crew will get together and install when scheduling allows, but prior to the time change in November.
- f. Gopher gate issues: Walter stated that after the notice had gone out to HOA members and the Gopher entrance gate had been locked on September 1st, the lock that had been installed was stolen. Walter then put a bungee cord on the gates to close them and that was also stolen. The BOD discussed these issues as well as possible solutions and that although the majority of residents who currently live in the community want the gate closed, there are a couple of residents who are against the gate being closed. Bob suggested trying to meet with the couple of members who are against locking the gate to allay their concerns. Bob also suggested that Sam Cox be included in the meeting to answer questions about security and crime events in the area. Bob said he will take care of scheduling the meeting with the applicable parties.

3. NEW BUSINESS

- a. Weed Abatement Policy: The BOD discussed a couple of wording changes to the HOA Weed Abatement Policy to clarify actions the BOD may take regarding noxious weed non-compliance issues as there were concerns by a member this last weed season that the BOD was not following the policy. Bob asked where the policy originated from and Wendy explained that the BOD in early 2020 created the policy and this would simply clarify that the BOD has options in how to deal with noxious weed issues and is not tied to undertaking a specific action.
- b. Pond Hydrant: Wendy let the board know that the Marion Fire Dept. had conducted a test on the fire suppression pond hydrant and it passed and is in good working order. Bob mentioned that we would need to monitor weather and decide on an appropriate time to winterize the pond equipment. He and Bob Blankenship will take care of doing that when the time comes.

Walter made a motion that we adjourn the meeting. Wendy seconded the motion. All BOD members approved.

Meeting adjourned 9:32 pm

Next BOD meeting will be held on October 12, 2021 at 6:30pm and will be an open board meeting held at the Marion Fire Hall.

Meadowbrooke HOA BOD Meeting

September Treasurer's Report

September 7, 2021

Operating Checking Account:

Beginning balance September 2021: \$14,910.28

September Paid:

Flathead Electric	74.00	(auto pay)
Bookkeeping AA, Inc	70.00	(bank statements, prepare financials for annual mtg)
Wendy Blankenship	491.84	(reimb chemical, office supplies, lien filing fee, postage, GoDaddy)
Glacier Paving	5,825.00	(50% deposit for crack sealing of roadways)

Deposit September 2021: 135.00 (pymt of noxious weed spraying invoices)

Ending balance: \$ 8,584.44

Road Maintenance Account:

Beginning Balance September 2021: \$45,105.00

Deposits: NO ACTIVITY

Ending Balance \$ 45,105.00

2021-45 Lots paid @ \$500.00 per lot = \$22,500.00; 2 Lots late fee @ \$15.00 per lot = \$30.00

2020-45 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) = \$2,388.89