

MEADOWBROOKE HOA  
BOARD OF DIRECTORS MEETING

January 13, 2022

Attendance: Board of Directors

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

Meeting called to order at 5:05pm by Walter Wilkinson

Walter asked if everyone had seen the email sent from Tyler Belston that afternoon. Both Wendy and Jerry stated that they had seen it; however, Bob said that he had not received any email. Walter let him know that Tyler had resigned his position on the board due to personal reasons.

Approval of minutes for HOA BOD Meeting on November 18, 2021. Bob made a motion that the minutes from the November 18, 2021 meeting be approved. Jerry seconded the motion. All BOD members approved. Minutes were previously approved by all BOD members by email and have already been posted to the HOA website along with the applicable Treasurer's report for November 2021. There were no meetings held during the month of December 2021.

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

**a. Operating Checking Account**

Beginning balance as of December 2021: \$13,147.31  
Bills paid – Flathead Electric (autopay) - \$104.00 (Dec & Jan billings)  
In a Pinch MT - \$825.00 (snow removal for Dec 2021)  
Deposit -  
Ending balance Operating Checking Account: \$12,218.31

**b. Road Maintenance Account**

Beginning balance as of December 2021: \$33,455.00  
NO ACTIVITY  
Ending balance Road Maintenance Account: \$33,455.00

Wendy reported that there had not been much expenditure activity since the last BOD meeting except for snow plowing. Wendy asked if the board agreed that all annual dues received for the upcoming 2022 should be deposited in the Road Maintenance account and if funds were needed at some point during the year that she could do a transfer to the Operating Checking account. All members of the board agreed to go with that plan of action. Jerry made a motion to approve the Treasurer's report. Bob seconded the motion. All BOD members approved.

**2. OPEN ISSUES**

- a. Construction Update: Walter reported that Lot 20 owners would be here the following week and would be doing some prep work on their property. They should be submitting their plans within the next month and are planning to begin the construction process sometime this year. Lot 14 should also be submitting plans soon as they also plan to start the construction process. Wendy reported that Lot 4 are planning to start their project in the next month or so and that about 1 week after Lot 9 plans had received ARC approval, the property owner decided to

list their property instead. Wendy corresponded with the owner who stated that in trying to get a contractor lined up for the project they found that there were either scheduling conflicts or the project costs were going to be too prohibitive. Walter asked if anyone knew what the status of Lot 46 was and Wendy stated that she had sent an email to the previous owners to find out status and they had as yet, not responded. Bob suggested contacting the listing agent and Wendy said that she would try that.

- b. Annual Dues: The board discussed the pros and cons of raising the annual dues amount for the 2022 year. Walter brought up his concerns that we are due for an audit from the liability insurance agent and he is very concerned about how much our premiums are going to increase with all of the construction that has been completed or is set to be completed in the next year, since our last audit. The board members also discussed the big jump in road maintenance since the last crack sealing and that we will be nowhere near close to having enough funds on hand in the time period that the paving expert recommended. Crack sealing in 2019 was \$7,935.00 and in 2021 was \$11,650.00. The bid received in 2021 for hot mix resurfacing of just Marion Hubbard Spur was \$360,000.00. Board members agreed that with an increase in costs for most things, there should be an increase in dues, but all agreed that it should be a small increase to just cover the increase of costs to the operating budget. Walter proposed a \$50.00 increase for a total of \$550.00 for the 2022 annual dues and all board members agreed. Wendy contacted a board member with Country Bourne to check what their annual dues currently are and found that they pay \$165.00/quarter, which is a total of \$660.00/year. Walter stated that he will put together an email that will go out to members to explain the need for the increase and what the annual dues will be so that members will know ahead of receiving their invoices in the mail.
- c. Gates: Walter reported that he is still waiting to hear back from the county. Walter had contacted Flathead County Planning/Zoning department back in December to find out if there had been any type of agreement between Plum Creek and Flathead County regarding the Meadowbrooke roadways and any requirements for keeping them open. They stated that they would need to research the issue. Walter stated that he contacted them earlier this week to check on the status of our enquiry and was told that they were still working on it. He will continue to check in with them.
- d. Snow plowing: Walter asked Bob if he would be willing to take over contacting the snow plowing contractor when the community roads need to be plowed as Tyler was taking care of that previously. Bob stated that he would take care of that. The board discussed the email received regarding the berm after plowing and also the member that plowed their berm into the HOA roadways and left it there. Walter stated that the contractor had told him that the low price he bid for plowing was only for the roadways and there would be additional charges to push aside berms for driveways. The board agreed that we cannot in good conscious use HOA funds for individual property's driveways. Wendy suggested that the information be included in the email going out that members do have the option to pay the contractor directly to have him clear their berms and that the board can pass on his contact information to any member who would like to do that. Walter agreed that he would include that information in the email he will prepare to go out.
- e. Non-compliance issues: The board discussed current non-compliance issues in the community, mainly being driveway aprons and RV parking. There are 2 properties non-compliant with driveway aprons and 2 properties that still have time. The RV parking issue that the board received a complaint on has been corrected and there remains 1 property with RV parking issues. The board agreed to take a look at these issues in a few months. It was also discussed to give those who are non-compliant with driveway aprons extra time as there will be a few more properties that should be completing construction this year and members can hopefully get better pricing if they are to all schedule at the same time.
- f. Newsletter: Walter asked if there was any content to go into a newsletter. Mainly only things going on are the snow plowing, annual dues and gate issues. Since the gate issues are on hold for now, the email that Walter is putting together regarding snow plowing and annual dues should suffice. Bob stated that if anyone had anything else that they would like to see go out in a newsletter to let him know and he can put one together.

### **3. NEW BUSINESS**

No new business on agenda.

Bob made a motion that we adjourn the meeting. Jerry seconded the motion. All BOD members approved. Meeting adjourned 6:30pm. The next BOD meeting will be the regular quarterly Open Board Meeting, February 17, 2022, 6:30pm @ Marion Fire Hall.

Meadowbrooke HOA BOD Meeting

January Treasurer's Report

January 13, 2022

**Operating Checking Account:**

**Beginning balance December 2021: \$13,147.31**

**December 2021 Paid:**

Flathead Electric            52.00    (auto pay)

**January 2022 Paid:**

Flathead Electric            52.00    (auto pay)

In a Pinch MT                825.00    (snow plowing for Dec 2021)

**Deposits:**

**Ending balance: \$ 12,218.31**

**Road Maintenance Account:**

**Beginning Balance December 2021: \$33,455.00**

**NO ACTIVITY DECEMBER 2021 and JANUARY 2022**

**Deposits:**

**Ending Balance            \$ 33,455.00**

**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**