

**MEADOWBROOKE HOA
ANNUAL MEETING AGENDA
AUGUST 3, 2023**

MEETING CALLED TO ORDER:

WELCOME

NEW MEMBER RECOGNITION

APPROVAL OF MINUTES FROM JULY 20, 2023 MONTHLY BOARD MEETING

**APPROVAL OF MONTHLY FINANCIAL REPORT: Treasurer WENDY BLANKENSHIP
ANNUAL FINANCIAL REPORT**

ACCOUNTS RECEIVABLE/DELINQUENCY UPDATE

COYOTE ACTIVITY

COMMUNITY WORK DAY-THANKS TO ALL THAT PARTICIPATED

UPDATE ON ROAD MAINTENANCE

DRIVEWAY APRONS UPDATE

SUBMITTAL OF PLANS FOR SHOPS, GATES, OTHER OUTBUILDINGS. (NO FEE)

SNOW PLOWING: (WILL BE PUT OUT FOR BIDS)

UPDATE ON NOXIOUS WEED CONTROL

Availability of Commercial Spraying Service

OPEN FORUM

ELECTION OF BOARD FOR 2023-24

ADJOURN

Meadowbrooke HOA Open Board Meeting

August Treasurer's Report

August 3, 2023

Operating Checking Account:

Beginning balance June 2023: \$1,416.12

June 2023 Paid:

Flathead Electric	70.00	(auto pay) June billing
Bookkeeping AA	245.83	(prepare & mail annual dues invoices)
Valley Landcare	1,000.00	(noxious weed spraying of HOA common areas)

July 2023 Paid:

Flathead Electric	79.00	(auto pay) July billing
USPS	82.00	(1yr rental of HOA post box)
Wendy Blankenship	44.36	(BBQ supplies for HOA work day on 6/17/23)
GoDaddy	119.88	(HOA website domain renewal 1 yr)

August 2023 Paid

Marion Fire Auxiliary	50.00	(rental community hall annual members mtg 8/3)
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Transfer In: 10,000.00

Deposits:

Ending balance: \$ 9,725.05

Road Maintenance Account:

Beginning Balance June 2023: \$82,955.00

Deposits:

Transfer Out: 10,000.00

Ending Balance \$ 72,955.00

2023-45 Lots paid @ \$550.00 per lot = \$24,750.00

2022-45 Lots paid @ \$550.00 per lot = \$24,750.00

Outstanding Receivables (Lot 31 unpaid for multiple assessments; includes late fees and finance charges) = \$4,092.58

**Meadowbrooke HOA Comparison of Budget
January To August 3rd Year to Date Expenses 2023**

Expenses	Budget Amount	YTD Expense	% Budget
Professional Fees	\$2,500.00	\$380.83	15%
Snow Removal	\$6,000.00	\$2,150.00	36%
Utilities	\$1,000.00	\$414.00	41%
Office Expenses	\$300.00	\$152.55	51%
Landscaping & Groundskeeping	\$3,000.00	\$1,203.93	40%
Postage	\$100.00	\$0.00	0%
Licenses & Permits	\$20.00	\$20.00	100%
Insurance Liability	\$2,000.00	\$0.00	0%
Post Box Rental	\$75.00	\$82.00	109%
Meeting Expenses	\$200.00	\$100.00	50%
Misc	\$500.00	\$0.00	0%
	\$15,695.00	\$4,503.31	

Meadowbrooke Homeowner Assn. Inc.

07/27/23

Balance Sheet

Cash Basis

As of December 31, 2022

	<u>Dec 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Glacier Bank # 8644	58,205.00
Glacier Bank #7392	4,228.36
Total Checking/Savings	<u>62,433.36</u>
Total Current Assets	<u>62,433.36</u>
TOTAL ASSETS	<u><u>62,433.36</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	46,625.71
Net Income	15,807.65
Total Equity	<u>62,433.36</u>
TOTAL LIABILITIES & EQUITY	<u><u>62,433.36</u></u>

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Meadowbrooke Homeowner Assn. Inc.

07/27/23

Balance Sheet

Cash Basis

As of June 30, 2023

	<u>Jun 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Glacier Bank # 8644	72,955.00
Glacier Bank #7392	11,100.29
Total Checking/Savings	<u>84,055.29</u>
Total Current Assets	<u>84,055.29</u>
TOTAL ASSETS	<u><u>84,055.29</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	62,433.36
Net Income	21,621.93
Total Equity	<u>84,055.29</u>
TOTAL LIABILITIES & EQUITY	<u><u>84,055.29</u></u>

Meadowbrooke Homeowner Assn. Inc.

Profit & Loss

January through December 2022

	<u>Jan - Dec 22</u>
Ordinary Income/Expense	
Income	
Building Plan Review Fees	577.26
Dues	24,750.00
Total Income	<u>25,327.26</u>
Gross Profit	25,327.26
Expense	
Meeting Expenses	523.18
Insurance Expense	1,441.00
Landscaping and Groundskeeping	1,913.31
Licenses and Permits	20.00
Lien Filing Costs	5.75
Office Expense	169.33
Postage and Delivery	4.60
Professional Fees	1,489.32
Rent Expense	74.00
Repairs and Maintenance	1,198.12
Snow Removal	2,080.00
Utilities	701.00
Total Expense	<u>9,619.61</u>
Net Ordinary Income	15,707.65
Other Income/Expense	
Other Income	
Other Income	100.00
Total Other Income	<u>100.00</u>
Net Other Income	<u>100.00</u>
Net Income	<u><u>15,807.65</u></u>

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Meadowbrooke Homeowner Assn. Inc.

07/27/23

Profit & Loss

Cash Basis

January through June 2023

	<u>Jan - Jun 23</u>
Ordinary Income/Expense	
Income	
Dues	24,750.00
Total Income	<u>24,750.00</u>
Gross Profit	24,750.00
Expense	
Meeting Expenses	50.00
Licenses and Permits	20.00
Office Expense	32.67
Professional Fees	380.83
Repairs and Maintenance	159.57
Snow Removal	2,150.00
Utilities	335.00
Total Expense	<u>3,128.07</u>
Net Ordinary Income	<u>21,621.93</u>
Net Income	<u><u>21,621.93</u></u>

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Prev Year Comparison
July 2022 through June 2023

	Jul '22 - Jun 23	Jul '21 - Jun 22	\$ Change
Ordinary Income/Expense			
Income			
Noxious Weed Spraying Income	0.00	255.00	-255.00
Building Plan Review Fees	19.20	843.06	-823.86
Dues	24,750.00	24,750.00	0.00
Total Income	<u>24,769.20</u>	<u>25,848.06</u>	<u>-1,078.86</u>
Gross Profit	24,769.20	25,848.06	-1,078.86
Expense			
Meeting Expenses	50.00	594.33	-544.33
Insurance Expense	1,441.00	1,202.00	239.00
Landscaping and Groundskeeping	0.00	2,618.78	-2,618.78
Licenses and Permits	20.00	20.00	0.00
Lien Filing Costs	5.75	5.00	0.75
Office Expense	196.51	117.34	79.17
Postage and Delivery	4.60	59.00	-54.40
Professional Fees	480.83	1,459.32	-978.49
Rent Expense	74.00	64.00	10.00
Repairs and Maintenance	681.51	12,326.18	-11,644.67
Snow Removal	2,580.00	1,650.00	930.00
Utilities	703.00	738.00	-35.00
Total Expense	<u>6,237.20</u>	<u>20,853.95</u>	<u>-14,616.75</u>
Net Ordinary Income	18,532.00	4,994.11	13,537.89
Other Income/Expense			
Other Income			
Other Income	0.00	100.00	-100.00
Total Other Income	<u>0.00</u>	<u>100.00</u>	<u>-100.00</u>
Net Other Income	0.00	100.00	-100.00
Net Income	<u><u>18,532.00</u></u>	<u><u>5,094.11</u></u>	<u><u>13,437.89</u></u>

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Prev Year Comparison
January through June 2023

	<u>Jan - Jun 23</u>	<u>Jan - Jun 22</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Building Plan Reveiw Fees	0.00	558.06	-558.06
Dues	24,750.00	24,750.00	0.00
Total Income	<u>24,750.00</u>	<u>25,308.06</u>	<u>-558.06</u>
Gross Profit	24,750.00	25,308.06	-558.06
Expense			
Meeting Expenses	50.00	523.18	-473.18
Landscaping and Groundskeeping	0.00	1,913.31	-1,913.31
Licenses and Permits	20.00	20.00	0.00
Office Expense	32.67	5.49	27.18
Professional Fees	380.83	1,389.32	-1,008.49
Repairs and Maintenance	159.57	676.18	-516.61
Snow Removal	2,150.00	1,650.00	500.00
Utilities	335.00	333.00	2.00
Total Expense	<u>3,128.07</u>	<u>6,510.48</u>	<u>-3,382.41</u>
Net Ordinary Income	21,621.93	18,797.58	2,824.35
Other Income/Expense			
Other Income			
Other Income	0.00	100.00	-100.00
Total Other Income	<u>0.00</u>	<u>100.00</u>	<u>-100.00</u>
Net Other Income	0.00	100.00	-100.00
Net Income	<u>21,621.93</u>	<u>18,897.58</u>	<u>2,724.35</u>

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07/27/23
Accrual Basis

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Detail
January through December 2022

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Ordinary Income/Expense									
Income									
Building Plan Revealw Fees									
Deposit	02/17/2022		Ferraro, John Phillip	Deposit	Block 2, Lot 20			285.00	285.00
Deposit	02/28/2022		Qualife, Rhonda	Deposit	Block 2, Lot 9			26.78	311.78
Check	03/17/2022	442	Ferraro, John Phillip	Refund for overpayment	Block 2, Lot 20			-38.72	273.06
Deposit	04/25/2022		Cosand, Eric & Rena	Architecture Review	Block 2, Lot 30			285.00	558.06
Deposit	07/19/2022		Cosand, Eric & Rena	Remaining Balance for plans	Block 2, Lot 30			94.60	652.66
Check	09/06/2022	459	Bullock, Bret & Kimberly	Re-issue of CK # 422 dated 06.15.2...	Block 2, Lot 29			-75.40	577.26
Total Building Plan Revealw Fees								577.26	577.26

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Detail
January through December 2022

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
			Total Late Fees Assessed					601.03	601.03
			Total Income					26,478.29	26,478.29
			Gross Profit					26,478.29	26,478.29
Expense									
Meeting Expenses									
Check	02/17/2022	439	Marion Fire Department	Hall Rental 02.17.22	Operating		Glacier Bank #...	35.00	35.00
Check	05/19/2022	444	Marion Fire Department	Hall Rental 05.19.22	Operating		Glacier Bank #...	50.00	85.00
Check	06/27/2022	453	Wilkinson, Walter & Andrea	Reimburse Mower Rental (deisel, su...	Operating		Glacier Bank #...	438.18	523.18
			Total Meeting Expenses					523.18	523.18
Insurance Expense									
Check	10/19/2022	460	State Farm Insurance		Operating		Glacier Bank #...	1,441.00	1,441.00
			Total Insurance Expense					1,441.00	1,441.00
Landscaping and Groundskeeping									
Check	06/17/2022	451	Lawn Care Specialties	Inv # 5748	Operating		Glacier Bank #...	1,913.31	1,913.31
			Total Landscaping and Groundskeeping					1,913.31	1,913.31
Licenses and Permits									
Check	02/01/2022	2022-20	MT.Gov	Annual Renewal	Operating		Glacier Bank #...	20.00	20.00
			Total Licenses and Permits					20.00	20.00
Lien Filing Costs									
Check	07/20/2022	457	Wendy Blankenship	Lien Filing (Sclarotte)	Operating		Glacier Bank #...	5.75	5.75
			Total Lien Filing Costs					5.75	5.75
Office Expense									
Check	06/27/2022	454	Wendy Blankenship	Reimburse Wendy for copy paper	Operating		Glacier Bank #...	5.49	5.49

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Detail
January through December 2022

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	07/20/2022	457	Wendy Blankenship	Reimburse Wendy-Go Daddy-Web...	Operating		Glacier Bank #...	163.84	169.33
Total Office Expense								169.33	
Postage and Delivery									
Stmt Charge	07/18/2022			Certified Mailing Fee	Block 2, Lot 31		Accounts Rec...	-4.00	-4.00
Check	07/20/2022	457	Wendy Blankenship	Cert Letter (Sclarotta)	Operating		Glacier Bank #...	4.60	0.60
Total Postage and Delivery								0.60	0.60
Professional Fees									
Check	02/16/2022	437	Jackola Engineering & Architect...	Inv # 10346 - Quait	Operating		Glacier Bank #...	311.78	311.78
Check	03/15/2022	440	Carrie Clay	2021 Tax Return	Operating		Glacier Bank #...	135.00	446.78
Check	03/17/2022	441	Jackola Engineering & Architect...	Inv # 10435-36 Charles Haskell Ct	Operating		Glacier Bank #...	246.28	693.06
Check	05/27/2022	445	Carrie Clay	Inv # 3659	Operating		Glacier Bank #...	204.36	897.42
Check	06/17/2022	450	Jackola Engineering & Architect...	Inv # 10770-1352 Hubbard Spur	Operating		Glacier Bank #...	379.90	1,277.32
Check	06/27/2022	454	Wendy Blankenship	Reimburse Wendy -Filing Fee 2nd A...	Operating		Glacier Bank #...	112.00	1,389.32
Check	08/20/2022	458	Carrie Clay	Inv # 3982	Operating		Glacier Bank #...	100.00	1,489.32
Total Professional Fees								1,489.32	1,489.32
Rent Expense									
Check	07/18/2022	456	USPS	annual box rental	Operating		Glacier Bank #...	74.00	74.00
Total Rent Expense								74.00	74.00
Repairs and Maintenance									
Check	06/17/2022	448	Alvarez, Bob & Wendy	Reimbursement for Barbeque Suppl...	Operating		Glacier Bank #...	77.08	77.08
Check	06/17/2022	447	Jerry Welch	Reimburse (Stain Supplies)	Operating		Glacier Bank #...	419.12	496.20
Check	06/27/2022	452	Jerry Welch	Reimburse (Stain for Fencing)	Operating		Glacier Bank #...	179.98	676.18
Check	07/12/2022	455	Jerry Welch	Reimburse (Stain for Fencing)	Operating		Glacier Bank #...	179.98	856.16
Check	07/20/2022	457	Wendy Blankenship	Reimburse Wendy (Stain for fence)	Operating		Glacier Bank #...	341.96	1,198.12
Total Repairs and Maintenance								1,198.12	1,198.12
Snow Removal									
Check	01/06/2022	435	In a Pinch Montana		Operating		Glacier Bank #...	825.00	825.00
Check	02/06/2022	436	In a Pinch Montana		Operating		Glacier Bank #...	330.00	1,155.00
Check	03/10/2022	439	In a Pinch Montana		Operating		Glacier Bank #...	330.00	1,485.00
Check	04/07/2022	443	In a Pinch Montana		Operating		Glacier Bank #...	165.00	1,650.00
Check	12/10/2022	461	In a Pinch Montana		Operating		Glacier Bank #...	430.00	2,080.00
Total Snow Removal								2,080.00	2,080.00
Utilities									
Check	01/26/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	52.00	52.00
Check	02/28/2022	2022-21	Flathead Electric		Operating		Glacier Bank #...	52.00	104.00
Check	03/28/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	56.00	160.00
Check	04/26/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	52.00	212.00
Check	05/26/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	52.00	264.00
Check	06/28/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	69.00	333.00
Check	07/26/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	69.00	402.00
Check	08/26/2022	2022-81	Flathead Electric		Operating		Glacier Bank #...	77.00	472.00
Check	09/27/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	77.00	549.00
Check	10/26/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	69.00	618.00
Check	11/28/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	69.00	687.00
Check	12/28/2022	2022-...	Flathead Electric		Operating		Glacier Bank #...	14.00	701.00

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Detail
January through December 2022

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Total Utilities								701.00	701.00
Total Expense								9,615.61	9,615.61
Net Ordinary Income								16,962.68	16,962.68
Other Income/Expense									
Other Income									
Deposit	06/29/2022		Duval, Carol	Mowing					
Total Other Income							Glacier Bank #...	100.00	100.00
Total Other Income								100.00	100.00
Net Other Income								100.00	100.00
Net Income								16,962.68	16,962.68

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Detail
January through June 2023

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Total Late Fees Assessed									
								335.47	335.47
Total Income									
								25,635.47	25,635.47
Gross Profit									
								25,635.47	25,635.47
Expense									
Meeting Expenses									
Check	05/15/2023	469	Marion Fire Department	Hall Rental 05.18.23	Operating		Glacier Bank #...	50.00	50.00
Total Meeting Expenses									
								50.00	50.00
Licenses and Permits									
Check	01/26/2023	2023-...	MT.Gov	Annual Renewal	Operating		Glacier Bank #...	20.00	20.00
Total Licenses and Permits									
								20.00	20.00
Office Expense									
Check	01/18/2023	2023-...	Harland Clarke	ck order	Operating		Glacier Bank #...	32.67	32.67
Total Office Expense									
								32.67	32.67
Professional Fees									
Check	04/05/2023	466	Carrie Clay	Inv # 23066	Operating		Glacier Bank #...	135.00	135.00
Check	06/09/2023	470	Carrie Clay	Inv # 4172	Operating		Glacier Bank #...	245.83	380.83
Total Professional Fees									
								380.83	380.83
Repairs and Maintenance									
Check	01/08/2023	463	Wilkinson, Walter & Andrea	Reimburse-Lowe's, Build Assign, Te...	Operating		Glacier Bank #...	140.22	140.22
Check	04/20/2023	468	Avarez, Bob & Wendy	Mailbox Repair	Operating		Glacier Bank #...	19.35	159.57
Total Repairs and Maintenance									
								159.57	159.57
Snow Removal									
Check	01/08/2023	462	In a Pinch Montana		Operating		Glacier Bank #...	860.00	860.00
Check	02/12/2023	464	In a Pinch Montana		Operating		Glacier Bank #...	430.00	1,290.00
Check	03/07/2023	465	In a Pinch Montana		Operating		Glacier Bank #...	430.00	1,720.00
Check	04/06/2023	467	In a Pinch Montana		Operating		Glacier Bank #...	430.00	2,150.00
Total Snow Removal									
								2,150.00	2,150.00
Utilities									
Check	01/26/2023	2023-...	Flathead Electric		Operating		Glacier Bank #...	52.00	52.00
Check	02/28/2023	2023-...	Flathead Electric		Operating		Glacier Bank #...	52.00	104.00
Check	03/28/2023	2023-...	Flathead Electric		Operating		Glacier Bank #...	52.00	156.00
Check	04/26/2023	2023-...	Flathead Electric		Operating		Glacier Bank #...	52.00	208.00
Check	05/26/2023	2023-...	Flathead Electric		Operating		Glacier Bank #...	57.00	265.00
Check	06/27/2023	2023-...	Flathead Electric		Operating		Glacier Bank #...	70.00	335.00
Total Utilities									
								335.00	335.00

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07/27/23

Accrual Basis

Meadowbrooke Homeowner Assn. Inc.
Profit & Loss Detail
 January through June 2023

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Total Expense								3,128.07	3,128.07
Net Ordinary Income								22,507.40	22,507.40
Net Income								22,507.40	22,507.40