



Estates @ Meadowwood III Board Meeting Minutes  
January 22, 2024 at 4:00 pm (Via Zoom)

**1. Call to Order and Introductions:**

- a. Roll Call and Establish Board Quorum Meeting called to order at 4:01pm
  - i. Present: Bill Butler, Jenny Harvey, Scott Kooima, Nathan Perri, Laurie Atchison.  
Greg Kautz arrived later at 4:40pm.

**2. Approval of Minutes of Preceding Meeting:**

- a. Approval 11/27/23 Minutes (approved via email by Doug)
  - i. The minutes of the previous meeting (November 27, 2023) were approved with 3 votes in favor and one abstention from Greg.

**3. Appointment of Officers:**

- a. President – Scott Kooima
- b. Secretary – Jenny Harvey
- c. Treasurer – Greg Kautz
- d. Jenny Harvey expressed her willingness to continue as the secretary.
- e. Discussion about filling the roles of President and Treasurer, to be decided in the next meeting. Scott Kooima suggested waiting for Greg's input.
- f. Once Greg joined, it was decided that Greg Kautz would continue at treasurer, Jenny Harvey as Secretary, and Scott Kooima as President.

**4. Reports of Committees:**

- a. No committee reports as new board members will establish committees.

**5. Unfinished Business:**

- a. Hillside, Home Painting, Landscaping Spreadsheet from the Board – WEB action Looking for Board feedback on draft letter.
  - i. Board feedback on the draft letter was discussed, Scott Kooima made a motion to approve the letter was seconded by Jenny letter approved.
- b. Tree and shrub removal in town home area - schedule for next Spring.
  - i. The removal is scheduled for spring; details will be worked out with Greg.
- c. Entrance Gate Security – modifications & camera options. Update on Gregs contact.
  - i. Greg Kautz suggested delaying gate modifications until next month since everything is still functional and there's no urgent need. The team agreed to table it. Bill Butler provided information on monthly charges for the security system. There was a discussion about different fees, pros, and cons. The team decided to revisit the topic in the next meeting
- d. Board Operations Survey – Results – WEB will respond to interested parties.
  - i. Some interest in committees, but no one willing to take the lead. The decision to table it was agreed upon.

- e. Trustee Sale Update – 1315 N Dunbarton Oaks
  - i. Delayed until late March or April. Bill Butler provided an update on the trustee sale of 1315 North Dunbarton Oaks. There was a discussion about the current attorney slowing down into retirement and the need to find a new attorney. The team decided to reach out to Bill Lentz of Foster Garvey.
- f. Snow Removal
  - i. The Board discussed the current status of snow removal, and it was reported that everything is going well.
- g. Current ARC Submittals
  - i. 1407 N Dunbarton Oaks – hot tub screening
    - 1. Pending landscaping details from the resident. An update will be sought for the next meeting.

## **6. New Business:**

- a. 1303 N. Lancashire Ln - Moving PODS
  - i. The resident's situation was discussed. The pod will be in the street from the 24th to the 26th. A notice to all homeowners will be sent to inform them of the situation. Scott Kooima mentioned weather conditions not posing a significant issue.
- b. 2024 Insurance Renewal
  - i. Bill Butler presented a comparison of insurance policies for 2023 and 2024. The team discussed changes in coverage and premiums. The details were sent to all members for review.
- c. Inland Lawn 2024 Landscaping Renewal Estimates
  - i. The team discussed landscaping renewal estimates for 2024. Greg Kautz shared information about potential changes in costs. The estimates will be sent to all members for further review.
- d. Other Board Items
  - i. No additional items were raised by the board members.
- e. Future Board Meeting Dates
  - i. The team discussed scheduling the next meeting. It was decided to continue with Monday meetings, and the next meeting is scheduled for March 18, 2024.

## **7. Adjournment:**

- a. The meeting was adjourned at 5:32 PM.