



Estates @ Meadowwood III  
Board Meeting  
March 28, 2022, 4:00pm  
Via Zoom

## Minutes

### 1. Call to Order – 4:00pm

- a. Ron Review Agenda
- b. Attendees: Doug, Jenny (Board members) and Ron (WEB Properties)

### 2. Proof of Notice of meeting or waiver of notice:

- a. N/A

### 3. Reading of minutes of preceding meeting:

- a. Regarding Ratification of Budget Meeting: Ron notes that he did not keep track of the homeowners who attended, and Doug recalls attendees who were present – Ron adding to minutes.
- b. Vote to Approve January 26, 2022, minutes– Doug and Jenny approve

### 4. Reports of Officers:

- a. Jenny – no report outs
- b. Doug – no report outs
- c. Ron – Treasurers Report
  - i. 2/28 Balance Sheet \$53,815.68 Operating Balance
  - ii. Reserve Acct \$85,416.39
  - iii. Savings Acct \$38,599.88
  - iv. Total of \$177,831.95
  - v. HOA Dues Balances: 12-14 Property Owners who are still unpaid
    1. Discussed delinquencies and appropriate measures to take in accordance with by-laws.
      - a. Ron to ask attorney contact on how to proceed with Money Judgment, should the Board choose to proceed with that option.

## **5. Reports of Committees:**

- a. Committee Interest Poll will be sent out to each homeowner
  - i. Social/Recreation Committee
  - ii. Financial Committee
  - iii. Architectural Review Committee
  - iv. Grounds Committee
  - v. Townhome Grounds Committee
- b. Compile total roll up for board to review
- c. Connect with homeowners who have expressed interest in being active on any committee for leadership interest
  - i. Further connect total group of individuals to start planning a Summer Event

## **6. Election of Directors (if necessary):**

- a. Nomination of Officer Roles:
  - i. Doug nominates Dale to be the 2022 President for the HOA Board Jenny Seconds Dale's nominations and both Doug and Jenny vote to approve.
  - ii. Doug nominates Jenny to be Secretary of the HOA and both Doug and Jenny vote to approve.
  - iii. Jenny nominates Doug to fill VP/Treasurer for 2022 HOA Board and both Doug and Jenny vote to approve.

## **7. Unfinished Business:**

- a. Landscape Improvements
  - i. Rose Bushes being planted as final item of 2021 improvement project and tree damaged in accident to be replaced soon.
- b. Fence Repair
  - i. Completed but coloring is slightly off due to color being discontinued. Board to discuss options at a later date.
- c. Security Cameras
  - i. Re-Circle on project details/ Flock Security System
- d. 2022 Reserve Projects
  - i. Replacing the pad under the gate operator – Evaluation of the gate pad indicates it does not need to be replaced yet.
  - ii. Ron suggests looking at upgrading the gate entry (Doorking) software - \$1500 upgrade. Ron will get details from gate maintenance contractor for Board review.
  - iii. Noted in reserve studies – crack sealing added to annual projections. Ron will get timing from contractor.

## **8. New Business**

- a. Meeting Dates for the Year

- i. Monthly Cadence – 3<sup>rd</sup> Monday of each month. Dale, please validate works for you.
- b. Address the hillsides and how to determine which homes should be painted.
  - i. Board discussed both structural and aesthetic components of maintaining hillsides. Ron to send for Board review a copy of letters sent to homeowners on Dunbarton and Lancashire in 2020.
  - ii. Painting of homes: Board to advise Ron of addresses of any homes that require painting and Ron will notify the homeowner(s)
- c. Landscape Contracts
  - i. Seasonal contract has been executed
  - ii. Ron advised Board of the process for estimating and reconciling the costs of TH landscaping. 2021 has been reconciled and Ron will send 2022 1<sup>st</sup> half estimate in April.
- d. TH representatives – The Board discussed having one or more representatives to provide a voice to the Board. Set up a TH Meeting to discuss Landscaping and Next Steps. Ron to send out poll to solicit interest
- e. Spring Newsletter:
  - i. Ron to send poll to homeowners seeking those interested in assisting with creating a newsletter.
- f. ARC – Board discussed ARC request for fence in backyard on King James.

## **9. Adjournment – 5:45pm**