

Meadowbrook Condominium Owners Association

Board Meeting Minutes

February 8, 2010

Present: Susan Billy, Art Aguirre, Margaret Cho, Luke Reese

Guest: Scott Locke

Meeting called to order 7:30 pm.

- Review findings from Meadowbrook Court meeting
 - Meeting was held with Meadowbrook Court resident for informational purposes.
- Financial Review
 - Review accounts that remain delinquent
 - Seventeen owners are now past due for first quarter. First notice letters have been send to the seventeen. Five owners still have outstanding pre-2010 amounts.
 - Evaluate letter status for unusual situations
 - <redacted> needs an accounting letter and request plan for payment. <redacted> needs letter for partial October 2009 and \$25 late fee plus 1st quarter 2010 dues and late fee. <redacted> needs an accounting letter.
 - Check invoices for Designer's Choice (snowplowing) looking for any duplicates and previously paid
 - Susan and Margaret will verify.
 - Set meeting date and time for HDI meeting –dollar amount
 - Offer up 2 dates to meet to negotiate agreement. Art will contact Roger and/or Doug.
- Signs
 - Review locations on map
 - (1) No outlet
 - (1) Caution – Blind Drive
 - (4) Private Drive - 20 mph
 - (4) Children at play - 20 mph
 - Approximate cost
 - Motion made, seconded and approved for President to spend up to \$1,200 for outlined sign plan including hardware.
- Wetlands
 - Dana Knox – June review approx cost \$1000. A second bid will be sought from Progressive Engineering.
- Board Transition
 - Art Aguirre tendered his resignation from the board effective immediately. The board extends their heartfelt thanks. Motion, second and approved to appoint Scott Locke to the board immediately to assume the role of treasurer. Margaret Cho will assume the role of vice-president. Notify neighbors through second quarter newsletter going out by April 1 and web site newsflash. Bank account signature cards will be changed.
- Budget
 - In light of sign and wetland cost review / set budget for publication
 - Motion, second and approval for a 2010 budget of \$18,528.00 with projected revenue of \$20,520 resulting in \$1,992 excess. 2010 budget will be put on the website.

- Email address collection
 - Tabled until next meeting.
- Newsletter – Second quarter.
- Moving Tree/Shrubs and landscaping Court in Phase 4
 - Tabled for next meeting.
- Rental properties - <redacted> – need to find contact method.

Meeting adjourned 10:00 pm.

Respectfully submitted,
Luke Reese, Secretary