

Meadowbrook Condominium Owners Association  
Board Meeting Minutes  
January 14, 2009

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

Meeting called to order 7:10 pm.

Bank account

- Bank account is in process of being changed into the names of the new board. Forms have been submitted. Art will call to confirm documentation. 2009 dues being deposited. Snow plowing bill for December 15 – January 16 being paid.

Financial review and 2008 tax forms submission

- Bank account review - **Motion made and seconded to approve \$875 for Sally Theis, CPA, P.C., to review the financial position of the Meadowbrook Association and complete tax papers for the 2008. Motion carried.** Review will include balance sheet and the related statements of revenues, expenses, and change in fund balance and cash flows of the Meadowbrook Condominium Owners Association as of December 31, 2008. Financial review is first ever review of the Association financial records and procedures.

Web Page

- **Motion and seconded to use the domain [meadowbrookhaslett.org](http://meadowbrookhaslett.org) and approval of \$100 for a one year hosting contract with siteground.com. Motion carried.**

Content and use of the web site to include items such as:

- Condominium and Association Bylaws
- Minutes
- Forms
- Meeting times
- News/Announcement
- Links to local resources (e.g., street light repair, Bath Township)
- Neighborhood blog
- Board email
- Moderated Listserv (no open, public listserv)
- Resident addresses and phone numbers **will not** be published online.

Next meeting

- Next meeting will be called when all 2009 due payments submitted for the first quarter have been posted and accounted for. Meeting date likely to be within the month.

Notes for future newsletters

- Don't blow your snow in the street.

Meeting adjourned 9:00 pm.

Respectfully submitted,  
Luke Reese, Secretary