

Meadowbrook Condominium Owners Association
Board Meeting Minutes
October 15, 2009

Present: Susan Billy, Art Aguirre, Margaret Cho, Luke Reese
Guest: Scott Locke

Meeting called to order 7:00 pm.

- Minutes of September 15, 2009 approved. Redacted minutes to be posted on website.
- Snow Plow bids- vote to accept bid. Three bids have been requested. Two received – Backhum and Co. and Designers Choice. Motion, second and approved to accept bid from Designer’s Choice Landscape, LLC for road snow removal and specifying Potassium Chloride as salt of choice. No sidewalk snow removal; however, board requests a quote on sideways snow removal on a per foot basis.
- Wetlands – agenda item at annual meeting – Nanette Alton will present Wetland Management Proposal. Keep it simple. Board will create up to a two page flyer to be distributed with agenda and proxy. Wetlands agenda on annual meeting – 15 minutes total for presentation and questions..
- Motion, Second, and Approved \$50 award limit for <redacted> - 2009 Meadowbrook Stellar Neighbor of the Year Award.
- Motion, Second and Approved to purchase Black Matte Pen Holder tokens of appreciation for prior board members <redacted> for prior service (\$25 per individual).
- Set up time to visit (6) new homeowners - Units <redacted>. Luke will create a one page Welcome letter with information about board members, dues, www site, annual meeting and a form to collect owner’s contact information.
- Newsletter review
 - Distribution October 20
- Annual Meeting
 - Wednesday, November 18, 2009, Haslett High School, 7-9 pm. Will be posted on web site. Exact room will be on agenda and web site.
 - Agenda items requests October 30
 - Proxy statements / Agenda / Wetlands factsheet distribution November 3
 - Dues schedule for next year – board agrees that a minimum incentive be given to encourage yearly dues payment.
- Financial
 - Update of current paid / unpaid accounts - Subject to audit, if <redacted> is short only 1 late fee – the late fee will be waived and 2009 dues are up to date. Check received from <redacted> which still does not satisfy balance sheet. Unit owner will be contacted by phone and a personal visit scheduled.
 - Placement of 2 Liens before annual meeting – check Clinton County Clerk of Court for Lien Form.

Meeting adjourned 10:00 pm.

Respectfully submitted,
Luke Reese, Secretary