Meadowbrook Heights HOA - Approved

January 2024 Minutes

08 January 2024 / 7:00 PM Meeting called to order / John Meyer’s House

**ATTENDEES**

Lisa Bicknell (president), John Meyer (vice president), Melissa Ehrlich (treasurer), Martin Meyer (secretary), Pete Bicknell (member at large), Aaron Stein (member at large)

**AGENDA**

Old Business

1. Board members have reviewed the HOA By-law update provided by Melissa at the December Meeting. Comments were solicited as to whether there were changes or additions to the overall document. John Meyer requested additional time to review the proposed changes to the By-law document. We expect that review and approval to take place in the first quarter of 2024, and will be submitted to the appropriate governmental body. We intend to then proceed with the update to the HOA Covenants.
2. Melissa has reviewed requirements for the HOA covenants, and raised several issues with the updates of this document. The Board discussed some of the requirements and challenges that this update will have to address. Goveranance of voting (each property has one vote) was the one topic with some depth of discussion, and we will probably have to adopt ballots and voting rules by the May annual meeting. The board agreed to spend additional time on this topic in upcoming meetings.
3. The First Bank account has been set up, John and Lisa are on the account, and checks have been issued. The Board then discussed whether we should have debit card(s) issued, and do more/most of the banking activities electronically. Chase Bank banking changes are still pending.
4. Martin will continue to work on a plan to provide a “push” based communications (sending email versions to owners versus a “pull” approach where owners have to actively go to the website to see what is going on). Using our archives to document email addresses will help populate the email addresses and the broadcast of meeting minutes via email, and will be tested in December. NO CHANGE
5. A plan and a tentative date for a HOA area yard sale event will be generated in the next few months (current tentative date is June 22/23). This year’s event was appreciated, but better communication ahead of the event will benefit all who want to participate. NO CHANGE
6. The potential for new trees to be planted in the green space was raised. No specific detail or specification were set, and the board will wait for additional information/justification before moving forward on this suggestion. NO CHANGE
7. After verification of the total number of ash trees to be covered by the Schra Tree Service proposal, (71), the board voted unanimously to approve the payment for SCRA to perform this service. Payment of $7,409.05 is due by Feb. 15, 2024 to receive a discounted price ($390 discount).
8. Martin is continuing to work on the proposal for the potential change to the First Street grass area. He will attempt to defined scope and solicit estimates prior to the February meeting.

New Business

1. Approved current bookkeeper invoice to L. Pfeiffer. L. Pfeiffer has indicated that she will not sign off on a contract for ongoing bookkeeping work.
2. The board has asked Melissa to work with L. Pfeiffer to generate a bookkeeper scope of work as well as help the new board understand the detail work and interface between the HOA treasurer and the bookkeeper function.
3. The Board agreed that we intend to work from the First Bank account to pay all future invoices. Lisa and Martin will work with Chase Bank to close out our HOA account with them in the next week.

Meeting was adjourned at 8:15 pm.