Meadowbrook Heights HOA - Approved

November 2023 Minutes

13 October 2023 / 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. Approval of previous board’s meeting minutes complete and up to date. All meeting minutes are posted to the HOA website.
2. 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 will occur in October.
3. Melissa has drafted a copy of a “New Homeowner Information” document, and will share it for review in the upcoming weeks prior to posting it to the HOA’s website.
4. 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.
5. The HOA bookkeeper (L. Pfeiffer) has requested a rate increase. After review, this rate increase has been accepted, and the board has requested a proposal/contract to document this change going forward. Melissa has generated a draft contract for this purpose, which can readily be adapted for other contractor situations. The draft contract will be presented to L. Pfeiffer for review and consideration.
6. Lisa and John will work with L. Pfeiffer to get added to the HOA bank account to allow for check approval in the next few weeks. Lisa, John and L. Pfeiffer were able to get Lisa and John added to the account for First Bank. Chase Bank is still pending.
7. 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.

New Business

1. Melissa has been reviewing our existing HOA documents (charter, Bylaws, etc.), with the intent to bring them up to current HOA standards for the area. She will circulate her recommendations to the board for review and comment. The intent is to then submit the recommended changes to the HOA members for review, with he potential to vote for approval of the subsequent documents during the annual meeting in May, 2024.

Meeting was adjourned at 8:05 pm.