

## MINUTES

The Meadows at Martin Downs  
Homeowners Association, Inc.  
Board of Directors/Members Meeting  
November 29, 2022  
1:30 p.m.

The meeting was held at the Meadows House, with telephonic dial-in access via freeconferencecall.com.

### Present:

Claudia Tracey, President  
Ida Corrigan, Vice President  
Timothy Graham, Treasurer  
Dee Nester, Secretary and Director at Large  
Joseph M. Carr, Sr., Director  
Yuri Parraga, Director  
Carole Tannenbaum, Director  
Mark Stilwell, Property Manager

The meeting was called to order at 1:30 p.m.

When the meeting was called to order, *Joseph M. Carr, Sr. Greenwich Director, made a motion to remove Claudia Tracey as President, seconded by Carole Tannenbaum. Vote was 4-3 in favor, with Claudia Tracey, Ida Corrigan and Timothy Graham voting No. Vote passed.* Mrs. Tracey remains on the Board as Mayflower Village Director.

*Yuri Parraga made a motion to appoint Joseph M. Carr, Sr. as President, seconded by Dolores Nester. Vote was 4-3 in favor, with Claudia Tracey, Ida Corrigan and Timothy Graham voting No. Vote passed.* At this time Mr. Carr took his place at the head of the table to conduct the meeting.

President's Comments: Mr. Carr introduced himself and outlined his qualifications and goals. At this time, in line with Mr. Carr's remarks, *Carole Tannenbaum made a motion to hold all Board Meetings at 7:00 p.m., seconded by Yuri Parraga. Vote was 4-3 in favor, with Claudia Tracey, Timothy Graham and Ida Corrigan voting No. Vote passed.*

Approval of Minutes of Board Meeting October 25, 2022: *Claudia Tracey made a motion to approve, seconded by Yuri Parraga. Vote was unanimous in favor:*

Manager's Report: Mark Stilwell. Mr. Stilwell reported on ongoing projects as well as a fire in a unit in Lakemont Village on November 28<sup>th</sup>.

Treasurer's Report: Timothy Graham. At this time Mr. Graham announced that Carole Tannenbaum will be taking on the duties of Treasurer.

Report on CDs and Investments: Mr. Graham reported that December is going to be very active with CDs coming due in November needed for insurance. He also stated that the Association's insurance for 2023 is significantly higher than expected and we may be \$125,000-\$200,000 short for insurance and might need to cash an operating CD.

Delinquencies: Treasurer Graham. Account receivables are in good shape; as of the end of November only two accounts are 90 days past due.

Budget: Carole Tannenbaum, Treasurer, discussed the proposed budget.

Covenants Committee report: Patricia Vanlandingham. The Committee met on November 17 and approved fines imposed for RV17 and RV18.

ARC Committee Report: Melanie Britton. The Committee met November 8.

Communications Committee: Timothy Myers. The Committee met November 1.

Covenants Violations:

V19: Trash cans not stored out of sight. *Claudia Tracey made a motion to impose a fine of \$50, seconded by Yuri Parraga. Vote was unanimous in favor.*

V20: Trash cans not stored out of sight. *Claudia Tracey made a motion to impose a fine of \$50, seconded by Yuri Parraga. Vote was unanimous in favor.*

V21: Vehicle parked overnight in the street. *Carole Tannenbaum made a motion to impose a fine of \$50, seconded by Yuri Parraga. Vote was unanimous in favor.*

Appeals: Appeal to waive late fee and interest. Amount due is \$63.96 total, the maintenance is paid. Request is due to caring for ill elderly parents, one of whom has died. This homeowner had fees waived once before, in May 2022. *Yuri Parraga made a motion to deny the appeal, seconded by Ida Corrigan. Vote was unanimous in favor of denial.*

Old Business:

The following was discussed:

- Training/Speaker Events. Yuri Parraga is to look into guest speakers for future events.
- Bench for school bus students. Discussed but no motion.

New Business:

- Budget is approved unless disapproved. Carole Tannenbaum made a motion to reject the budget; there was no second and therefore no vote.
- Proposed changes:  
The following changes were proposed but no vote was taken:  
Increase the barcode fee, increase the estoppel fee, increase the application fee for sales and leases and institute a capital contribution.

Appointments:

Homeowner Comments.

Committee Reports: Attached  
Architectural Review Committee  
Covenants Committee  
Landscape Committee

Adjourn: Motion to adjourn Yuri Parraga, seconded by Ida Corrigan. Unanimous. The meeting adjourned at 4:13 p.m.

Submitted

Dolores Nester, Secretary