

MINUTES

The Meadows at Martin Downs
Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, March 28, 2023
6:30 p.m.

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

Present: Joseph Carr, President; Yuri Parraga, Vice President, Dolores Nester, Secretary; Patricia Vanlandingham, Treasurer; Directors Timothy Graham, William Gilmour and Mark Stilwell, Property Manager. Director Neil Wertheim was out of town and did not attend via phone.

There was a quorum. The meeting was called to order at 6:30 p.m.

President's Comments: Mr. Carr updated the Board on several items:

Pool bathrooms: we are still trying to get our materials back for the bathrooms, the contractor still has possession of those materials. We are working on getting bids for the tennis and pickleball work; lighting may be changed to LED. We will be under budget for the various projects.

Approval of Minutes:

Board Meeting February 28, 2023: *Timothy Graham made a motion to approve as written, seconded by William Gilmour. Vote was unanimous in favor.*

Manager's Report: Mark Stilwell gave a verbal report. He addressed the Board on tree issues in Lakemont saying two large trees have been removed. We are continuing to have a problem with algae in the pool and are looking for another pool service company. Bid requests have been sent for landscaping and also pest control/fertilization.

Report on CDs and Investments: Patricia Vanlandingham. Several CDs are coming due, one in the Operating account (\$177,000) will roll over into, there are two in the Reserve account (one for \$200,000 and one for \$100,000) which will also roll over. Our auditor, Carr Riggs & Ingram have completed our audit; however, it has been selected for peer review by their company. A meeting with our Auditor, Kevin Payne, is scheduled for next Monday, April 3 at 6:00 p.m. at The Meadows House. Homeowners may attend or dial in if they wish.

Delinquencies: Collections are in good shape.

Finance Committee: The first meeting of the Finance Committee was March 14. Members are: Patricia Vanlandingham, Chair, Frederic Ammon, Donald Britton and Timothy Myers.

ARC Committee: James Slattery, Interim Chairperson, was not present. A Chairperson is needed as Mr. Slattery is unable to take the position.

Communications Committee: Timothy Myers. The Committee will meet next Tuesday, April 4th. Streaming this meeting on Face Book.

Covenants Committee: Carole Tannenbaum, Chairperson, was out of town. No report. Mr. Carr advised the Board that a Covenants Compliance officer has been hired and will meet with Mark Stilwell to go over his duties and tour the property prior to beginning the job.

Covenants Violations:

- V33: Pickup truck in driveway overnight January 31 and February 26. Warning letter had been sent. *Patricia Vanlandingham made a motion to impose a fine of \$50, seconded by Dolores Nester. Vote was unanimous in favor.*
- V34: Repeat violator; pickup truck in driveway. Previously fined a total of \$100 at February 28, 2023 Board Meeting. Fine is unpaid. *Timothy Graham made a motion to impose a fine of \$100, seconded by Patricia Vanlandingham. Vote was unanimous in favor.*
- V35: ARC violation re uplighting: lights were in violation of ARC Guideline and were not removed as requested in writing on February 28 and March 8. *Yuri Parraga made a motion to impose a fine of \$50, seconded by Dolores Nester. Vote was unanimous in favor.*
- V36: ARC violation re string lights. Letter on January 31 notifying resident of violation, lights were not removed, and no ARC request was received. *Dolores Nester made a motion to impose a fine of \$50, seconded by Timothy Graham. Vote was unanimous in favor.*

Appeals: None

Old Business: None

New Business:

- Mr. Carr spoke to the Board concerning installing a 19-inch-high handicap toilet in one stall in each pool bathroom to accommodate persons using a walker or other handicap device. *Yuri Parraga made a motion to approve as long as it is in the budget; seconded by Timothy Graham,. Vote was unanimous in favor.*
- Updated property appraisal request: We have received a quote of \$2400 to have an updated property appraisal done. Patricia Vanlandingham, Treasurer, said the funds would come from the insurance savings fund. *Mrs. Vanlandingham made a motion to approve having this quoted appraisal done, seconded by Yuri Parraga and unanimously approved.* After further discussion it was determined the Board should solicit three separate bids for the appraisal. *Patricia Vanlandingham then rescinded her motion, seconded by Yuri Parraga and the Board voted unanimously to rescind the motion. Patricia Vanlandingham then made a motion to solicit three separate bids to have an updated property appraisal done at a cost not to exceed \$2400, seconded by Yuri Parraga who added it was to be done within 30 days. Vote was unanimous to approve.*
- Schedule date for Annual Meeting. Tuesday, April 25 at 6:00 or 6:30 p.m. (exact time to be determined) has been selected for the Annual Meeting which will be held at Holy Redeemer Catholic Church on Mapp Road in Palm City,
- Landscape Committee request for addition of artificial turf to be added to the approved plant list. This request is referred to the Board Workshop as it impacts a parcel.
- Concerns of newly paved roads. Dolores Nester brought to the attention of the Board that some areas of the recently micro surfaced roads are showing cracks and some actual chunks of material coming off. Mr. Stilwell will tour the community and look at these areas and may have the contractor return to make repairs as needed.

- Past and Future Educational Presentation: The Martin County Sheriff's Department will do a presentation at The Meadows on April 13 at 6:00 p.m.
- Location of sprinkler heads. Some of the single family, Capri and Sun Terrace homes may have sprinkler heads located directly under soffit vents. When a head comes off under pressure, the water may shoot up into those vents and possibly cause damage from water intrusion. An email blast is to be sent to these homeowners advising them to look around their houses and identify areas where the sprinkler heads may need to be relocated. The office is to be advised and work orders will be issued for the irrigation department to move the sprinkler heads to prevent any possible damage.

Appointments:

Landscape Committee: *Yuri Parraga made a motion to approve the appointment of Pasquale (Pat) Volpe to Brighton representative to fill a vacant position. Timothy Graham seconded and the vote was unanimous in favor. Note: A Foxboro alternate is needed due to the resignation of Janet Raider because of other commitments.*

Covenants: *William Gilmour made a motion to approve the appointment of Dee Beers as Ridgewood alternate, seconded by Yuri Parraga. Vote was unanimous in favor.*

Yuri Parraga made a motion, seconded by William Gilmour to approve the appointment of Janet Shiller as Lakemont alternate, vote was unanimous in favor. Note: alternates are needed for Brighton, Greenwich and Mayflower.

There was one other item which was not on the Agenda. As the Board will not hold a regular Board Meeting in April, approval to deactivate barcodes and fobs is required for one violator. *Yuri Parraga made a motion, seconded by William Gilmour, to deactivate the barcodes and pool fobs for Violator identified as "V22" if a \$50 fine parking a commercial type vehicle in the driveway overnight is not paid by May 22. Vote was unanimous in favor. The individual identified as "V22" will receive a letter giving them until May 22 to pay the fine.*

Committee Reports: Attached
ARC, Landscape, Covenants

Homeowner Comments:

Adjourn:

William Gilmour made a motion to adjourn, seconded by Yuri Parraga. Meeting adjourned at 7:57 p.m.

Respectfully,

Dolores Nester, Secretary