

MINUTES

The Meadows at Martin Downs
Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, August 22, 2023
6:00 p.m.

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

Present: Joseph Carr, President; Patricia Vanlandingham, Treasurer; Dolores Nester, Secretary; Timothy Graham, Brighton Director; William Gilmour, Ridgewood Director. Yuri Parraga, Vice President, participated via phone and Neil Wertheim, Mayflower Director was not present and did not call in. Mark Stilwell, Property Manager was also present.
The meeting was called to order at 6:03 p.m.

President's Comments: Mr. Carr reported all three Amendments passed; a community informational meeting was held to inform residents how the new gate entry system will work; and a meeting was held with Martin County Sheriff officers concerning the entry system and how they felt it provided more security for the residents. Concerning tree trimming, CPM has trimmed all the Palms, and the Oaks in Greenwich and Lakemont.

Approval of Minutes:

Voting Members Meeting July 13, 2023: Patricia Vanlandingham made a motion to approve, seconded by Timothy Graham. The vote was unanimous in favor.

Regular Board Meeting July 13, 2023: Timothy Graham made a motion to approve, seconded by William Gilmour. The vote was unanimous in favor.

Special Board Meeting July 25, 2023: Patricia Vanlandingham made a motion to approve, seconded by Timothy Graham. The vote was unanimous in favor.

Manager's Report: Mark Stilwell. Mr. Stilwell updated the Board on various topics, including the following: landscaping, fertilization/pest control, pool pump replacement, landscape enhancement, playground cameras and lightning damage and replacement of mailboxes is needed. He also reported that rumble strips had been installed and the Waterfall crosswalk at Mayflower was painted; sidewalk repairs in Brighton Lakemont and Foxboro are in progress and two benches have been installed at the bus stop area for schoolchildren. Painting phase 1 Capris in Ridgewood is upcoming.

Report on CDs and Investments: Patricia Vanlandingham.

As of August 15, this is what we have in the following accounts:

- Operating cash \$750,000
- Insurance 561,681
- Cable 475,207
- Total \$1,786,911

Two operating CDs rolled over, due in 2024

In the insurance account two CDs are available in November

Cable: two CDs coming due, one in April 2024 and one in June 2024

Report on CDs and Investments continued:

Cash reserves and CDs are in good shape; insurance funds are available.

Gate funds as of September 1, coming out of landscape/fertilization common
\$24,928 available in September
\$14,414.83 from Compliance Officer funds
\$57,279 available to pay for gates
As of December \$42,428.00. Gates completely covered.

Delinquencies: Patricia Vanlandingham.

Finance Committee: Patricia Vanlandingham. We are getting bids for the Ridgewood capri painting and mailbox replacement.

ARC Committee Report: James Slattery, Interim Chairperson not present, no report.

Communications Committee: Timothy Myers, Chairperson was not present. The Committee is working on the 4th quarter edition of the newsletter.

Covenants Committee: Blaine Keller, Chairperson was not present. The Committee confirmed two fines at their last meeting.

Covenants Violations:

- V39: June 29, 2023, vehicle blocking sidewalk, warning letter sent.
- July 15, 2023, vehicle blocking sidewalk. Sent to Board.
Patricia Vanlandingham made a motion, seconded by Dolores Nester, to impose a fine of \$50. The vote was unanimous in favor.
- RV42: Trash cans out past collection day. This homeowner has been fined three times in the past. All fines have been paid. This is a new violation.
Timothy Graham made a motion, seconded by Patricia Vanlandingham, to impose a fine of \$100. The vote was unanimous in favor.
- V43: Homeowner ignoring attorney's cease and desist letter about operating a business from home.
After discussion, William Gilmour made a motion to impose a fine of \$100 per day for each of the 24 days following the attorney's letter that the business has still been advertised and clients coming to the house, for a total fine of \$2,400. Seconded by Timothy Graham. The vote was unanimous in favor.

Appeals:

- #1: Homeowner sent an email to the HOA saying that his maintenance check had been mailed on June 29 for the payment due July 1. The check had not been cashed and his bank put a stop payment on it. A replacement check was mailed on August 14. He is requesting that the late fee and interest payment be waived as he believes the check was lost in the mail. *After discussion Dolores Nester made a motion to waive the late fee and interest, seconded by William Gilmour. The vote was 3-1 in favor with Patricia Vanlandingham voting "no". Motion passed.*

- #2: Homeowner spoke with our bookkeeper saying that he had accidentally put his maintenance payment in the envelope with his amendment ballot. The bookkeeper advised him to write another check and when the ballots are opened his original check would be returned to him or shredded if he wished. He chose not to do this and said he preferred to wait until the envelopes were opened on August 18. *After discussion, since he was given an option to have his payment recorded on time and chose not to do so, Patricia Vanlandingham made a motion, seconded by Dolores Nester, to deny his request to waive the late fee and interest. The vote was unanimous in favor.*

Old Business:

- Rules & Regulations, ARC Guidelines, Policy Statements, Landscape Guidelines. *Dolores Nester made a motion, seconded by William Gilmour to accept the revised documents with one minor correction: in the ARC Guidelines, page 16 of 22, String Lights, "Not to exceed 47 lights, warm white for all homes." No lights on overhead portions of the lanai structure permitted." There was a typo in the number of lights, it should be 48, not 47. The vote to accept was unanimous.*
- Paint spec selection update.
- Board approval of gate project.

New Business:

- Amendment ballot count: all three amendments passed (tally sheet is attached.)
- Playground cameras. Tabled
- Tree trimming contract. *William Gilmour made a motion, seconded by Patricia Vanlandingham, to approve Xtreme's tree trimming contract with ala carte pricing, using excess landscape funds, based on our selection of trees to be trimmed. Vote was unanimous in favor.*
- Pool/playground gate security for small children; adding latch and lock. This has been installed.

Committee Vacancies:

- Covenants Committee: Need Foxboro representative, alternates for Brighton, Foxboro, Greenwich, Mayflower and Ridgewood.
- ARC: Need a chairperson and alternates for Foxboro and Ridgewood.
- Landscape: Need alternates for Brighton and Foxboro.
- Hurricane Committee: Need a chairperson.

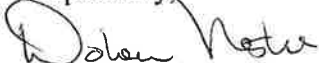
Committee Reports: Attached

- Architectural Review Minutes
- Landscape Committee Minutes
- Covenants Committee Minutes

Homeowner Comments:

Adjourn: William Gilmour made a motion, seconded by Timothy Graham, to adjourn. Meeting adjourned at 7:50 p.m.

Respectfully,



Dolores Nester, Secretary