

Meadow Lake Country Club Estates Homeowners Association, Inc.
Board of Directors Meeting Minutes
Saturday, January 21st, 2012

The meeting was called to order at 1:00 p.m. by Russ Gregory, President. Board Members in attendance included: Russ Gregory, Marvin Galts, Ann Timmons, Peter Mueller, and Doug Cook. Others in attendance included: Bruce Beecher, Sandi Beecher, and Miranda Harrah.

Information:

Approval of Minutes

The minutes from the December 3rd, 2011 Board Meeting were approved unanimously.

1. Manager's Report

- Savings - Savings from not maintaining land by the new nursing home will save us \$1775 per year on the landscaping contract.
- Street Lights - The HOA is responsible for replacing burnt out street light bulbs. We just replaced a number of these. Please let Bruce know if you see any that need to be replaced.
- Website - The website is being updated on a regular basis to keep everyone informed. We are trying to get more email addresses so we can keep members informed about happenings at Meadow Lake and surrounding areas. A flyer will be sent out in the next invoice mailing to encourage members to register on line. The HOA web page registration form has been redesigned and will be active before the mailing.
- American Bank/Aspen Group-Russ and Bruce met with the HOA attorney to discuss our options with collecting the delinquent funds for lots owned by these two companies.

2. Financial Report

Bruce Beecher provided the Board with an update financial report. The report shows the financial position of the HOA as of 12/31/11. The HOA is in great financial shape and has been able to save money, collect funds and cut expenses in several areas.

3. Committee Reports

a. COPS

Russ Gregory provided an update for the COPS committee. The holiday season was very quiet and there were no major incidents that were reported over the New Year Holiday.

b. Weed Committee

Russ Gregory addressed the overspray situation. It will cost \$125 per hour with materials and labor to avoid overspray. This should be the responsibility of individual owners if overspray is a concern.

c. Social Committee

Sandi Beecher gave the Social Committee report. The report had many ideas and activities planned for the Meadow Lake community. One of the activities that the social committee discussed is to welcome new neighbors to the community with a huckleberry pie. Another idea listed was a community garage sale and neighborhood potluck in the park afterward. She suggested that people who wanted to participate in the sale could pay \$10 to help cover the cost of advertising for the whole neighborhood. She would also arrange for charity to pick up anything left over from the sale. There are many other hikes, golfing events, dinners, brunches, and other community gatherings planned. All meetings and events will be posted on the HOA website and email invitations will sent to those providing addresses.

4. Timeshare Owner List

Russ and Bruce will be getting together with Gil Lynch and Ted Robson from Meadow Lake Development Corporation to request the names and address for the unit representatives for all the timeshare units

5. 2011 Audit Update

The 2011 Audit had very minor findings. There were a few entries that needed to be reclassified into different income and asset accounts.

6. Declarant Role Status

Bruce and Russ have been researching county documents to determine the best method to transfer the Declarants Roles to the HOA. They hope to have a proposal on the declarant role transfer available prior to the June meeting.

7. Collection of Delinquent Dues From Aspen Group/American Bank

- a. The HOA attorney communicated with American Banks' attorney and Bruce Beecher had several discussions with the bank President regarding the amount of past due HOA fees owed by American Bank. The bank conceded that they were responsible for dues from the time they took possession on September 19, 2011 but that the invoices they received contained property they did not own and assessments for properties owned by

Aspen Group prior to their taking ownership. Bruce provided them with prorated membership dues for the lots owned by American Bank from the date that they took possession from the sheriff's sale to January 1, 2012. A check was received for \$24,684.60 on January 13, 2012 which brought their account current. The board members were very pleased to receive this money.

- b. The HOA attorney advised that the cost of trying to pursue past membership dues from the bankrupted Aspen Group will probably cost more in legal fees than we would receive.

8. Election Committee

Mr. Beecher reported that Eddie Black had agreed to serve as the Election Committee Chairman and that April Johnson and Barb Riley had agreed to serve on the committee.

Discussion and Action:

1. Accounts Receivable/Billing Policy

Mr. Beecher recommended that the HOA start billing its members directly for the membership fees. Currently, the HOA fees are billed by the ML Water and Sewer District and funds are transferred periodically between the two organizations. He explained that the Water and Sewer District are carrying the HOA receivables on their books which he felt was not good business practice. This new policy will enable the HOA to have much cleaner books and a much better picture of their financial standing. He also recommended that the HOA dues be billed quarterly rather than monthly. The new billing procedure will begin at the beginning of the next fiscal year; July 1st, 2012. This will give us time to notify everyone of the changes taking place.

Russ called for a motion to approve this policy. The motion was made by Doug Cook and seconded by Ann Timmons. The motion carried unanimously.

2. Transfer Fee Policy

A new policy for transfer of ownership was recommended. A transfer fee will be charged to new owners at closing to offset the cost of updating ownership records and providing new owner with a Welcome package containing HOA policy documents and information. The transfer fee will also enable the HOA to get information about the transfer of any deed within the Meadow Lake community which will insure our records are kept accurate and up to date. All Title Companies and Real Estate offices will be notified of the fee.

Russ called for motion to approve the policy. The motion was made by Doug Cook and seconded by Ann Timmons.

Amendment for the policy was called for by Peter Mueller. The amendment was to change the rates for the Transfer Fees.

1. Change the fee for Residential Properties from \$250 to \$200.00
2. Change the fee for Timeshare/Fractional Property from \$100 to \$75.

Russ called for motion to approve the amendment. The motion was approved.

3. Distribution of Membership Information Policy

This policy was recommended to the board by Bruce Beecher. The HOA manager maintains a database of personal information about the HOA members in order to certify membership, assess dues and fines, and keep members informed. The policy states that the membership list is not available for distribution. Subsets of the membership list will be available to Meadow Lake entities and committees if permission is given by the member. Individual information requested by a member for non-commercial communication with another member may be provided by the MLCCE HOA Manager.

Russ called for a motion to approve the policy. The motion carried unanimously.

4. HOA Revenue loss from Lot Consolidation

Lot Consolidation was addressed. It was decided that a more formal policy needs to be drafted and reviewed by our attorney. Until this is accomplished the board agreed to operate under the assumption that owners cannot consolidate platted lots and consequently reduce their assessments. The owners will be allowed votes based on the number of units they own.

5. Creation of Beautification Improvement and Maintenance (BIM) Committee

The BIM Committee is created to maintain and improve the general appearance of the Meadow Lake Community. The responsibilities are to enforce community standards, make recommendations for landscaping and beautification projects, implementing the HOA's weed program and to oversee the HOA's landscaping contract.

In addition to the Charter for the new BIM committee, Mr. Beecher also presented written Charters for the other HOA committees; ARB, COPS, and BIM.

Russ called for a motion to approve all committee charters; ARB, COPS, and BIM. Motion was called and passed unanimously.

6. Approval of Community Standards Document

Minor changes were made and accepted. It was agreed this would be revisited one year from now. Topics of concern are parking on the road and usage of recreational vehicles. The difficulty of revising the CCR's was also discussed.

Motion to accept the revision was passed.

Other Items

7. Next meeting will take place April 7th, 2012
8. Adjourned- The meeting was adjourned at 1:05 p.m.