

# Meadowlake Farms Cluster Homes Association, Inc.

## BOARD OF DIRECTORS MEETING

December 11, 2024 6:30 pm via Zoom

### 1. Establish Quorum & Call to Order:

Board Members Present: Kristi Batdorf (Pres.), Julia DelCasal (Treas.), Becky Weldon (Sec.), Karen Forrest (Mem. at Large)

Board Members Absent: Nancy Noble (V. Pres.)

Homeowners Present: Chris Elliott

Also Present: Sarah Knaub and Stephanie Payne, Victory Community Management, Inc.

*A quorum of board members was present.*

Ms. Batdorf called the meeting to order at 6:33 pm.

### 2. Open Forum: Mr. Elliott introduced himself and expressed his interest in becoming a board member.

### 3. Approval of Minutes: Ms. Batdorf made a motion to approve the October board meeting minutes which was seconded by Ms. Forrest, and unanimously approved. Because a quorum was not present for the 2024 Annual General Meeting, there are no official meeting minutes; however, notes from the meeting will be posted on the Cluster Homes website.

### 4. Reports:

- a. Treasurer's report – Ms. DelCasal reviewed the October and November treasurer's reports.
- b. Architectural requests – Ms. Knaub reported that 106B and 110B have requested, and been board-approved via email, to be painted Rockport Gray; 110D also requested Rockport Gray but was denied. The board suggested 110D choose any color from the approved palette except Rockport Gray or Newburg Blue in order to maintain the continuity of the updated palette in the 110 block.
- c. MFHA report – Ms. Weldon gave reports for the November MFHA Annual Meeting and December board meeting.
- d. Manager's report – Ms. Knaub reviewed the Manager's report which included updates regarding several covenant compliance issues, as well as updates on replacing community signage.

### 5. Old Business:

- a. Ms. Knaub provided an update from York County regarding the work behind 103 and 105.
- b. A motion was made, seconded, and unanimously approved to move forward with an estimate to replace four sections of concrete valley gutter and repair a pothole in the parking lot.
- c. Ms. Batdorf made a motion, which was seconded by Ms. DelCasal and unanimously approved, to adopt the 2025 Draft Budget introduced at the Annual Meeting. Copies of the budget will be sent via email; hardcopies are available upon request.

### 6. New Business:

- a. The board continued a discussion which began via email regarding the Corporate Transparency Act and the BOIR filing regulations. Ms. Knaub suggested that the board amend her contract to include filing the required paperwork in the event that the Act passes in the future. The motion for said addendum was made, seconded, and unanimously approved.
- b. Ms. Batdorf made a motion which was seconded and unanimously approved to appoint Mr. Elliott to the Board. Mr. Elliott will complete the remainder of Nancy Noble's term and will serve as Vice President. The Board thanks Ms. Noble for her many years of service.

### 7. Calendar/Adjourn: The meeting was adjourned at 7:35 pm.

The next meeting will be held Wednesday, January 8, 2025 at 6:30 pm via Zoom.

Minutes prepared by Becky Weldon, Secretary