

**MINUTES  
BOARD OF MANAGERS  
MERIDIAN LAKE PARK CORPORATION  
TUESDAY, APRIL 14, 2020  
3:00 P.M.**

Present by phone: DJ Brown  
Roger Woodward  
Scott Winn  
Scott Hamilton  
Scott Kelley, Toad Property Management

DJ called the meeting to order at 3:08 pm and confirmed there was a quorum.

Roger made a motion to approve the minutes of the meeting held on March 17, 2020. Scott Winn seconded the motion and it was unanimously approved.

A request had been submitted for an outdoor firepit and representatives of the ACC had met with Rick Ems of the Fire District for advice. Roger said the wording in the governing documents was consistent with the Fire Department going onto a property to extinguish a fire in a firepit and remove the device if necessary. Roger explained the ACC was working on a draft amendment regarding the use and design of firepits and it would be discussed at a future meeting.

It was explained an email had been received with a complaint regarding the review process for construction plans and DJ said she had reached out to the Association's legal counsel, Beth Appleton, for advice and guidance. DJ explained another meeting would be scheduled once Beth Appleton had responded and hopefully all board members would be able to attend.

Scott Kelley said a new format for quarterly financial reporting had been distributed to the Board prior to the meeting and Scott asked the Board to give feedback on the new format. Two owners had made comments regarding the dues increase, one stating the increase was too high and the other owner said the increase was too low. Scott Winn suggested a short neighborly communication be sent to all owners regarding COVID-19 and other matters currently impacting the neighborhood.

Complaints had been received about exterior lights and the owner had been approached by neighbors but had not been willing to make any changes. After discussion it was agreed to include exterior lighting in the communication to all owners and to reach out to the owners acknowledging receipt of their complaint. A draft would be circulated to the Board for comment and approval.

DJ said Beth and Fred were stepping down from the Board. Scott Kelley agreed to research the process to appoint new board members and DJ asked if any owners had expressed interest in volunteering to join the Board.

It was agreed to keep to the scheduled date of July 8, 2020 for the annual meeting and Scott Kelley said he would continue to research options for facilitating an online meeting. A final decision regarding the annual meeting would be made at the May 19 meeting when more was known about the COVID-19 restrictions likely to be in place in July. DJ said topics for the Agenda would be circulated and discussed at the next meeting.

The next meeting dates would be May 19, 2020 and June 16, 2020 at 3 pm and the annual meeting on July 8, 2020 at 6 pm.

Scott Kelley said he was driving through the neighborhood a couple of times each week and the police had increased the frequency of their patrols.

The meeting adjourned at 4:11 pm.

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Prepared by Rob Harper, Toad Property Management

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