

MERIDIAN LAKE MEADOWS OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MONDAY, OCTOBER 14, 2024 AT 8:30 A.M.

The following people were present:

Bill Ronai
Neil Watko
Jason Reeves
Dave O'Brien
Dave Miller
Alex Summerfelt, Toad Property Management

Bill called the meeting to order at 8:34 a.m. and a quorum was confirmed.

Joe Thompson had submitted a plan to move the building envelope on his lot. Alex agreed to draft a short letter which could be sent to nearby lot owners and giving a week for those owners to raise any questions or concerns about the building envelope adjustment.

Bill made a motion to approve the minutes of the September 4, 2024 meeting. Jason seconded the motion and it was unanimously approved.

Prior to the meeting a Collection Policy had been distributed to the Board for review and it was agreed to discuss via email.

Bill explained the owner/contractor of Lot 29 had requested an extension to the completion of the house construction to December 31, 2024. After discussion it was suggested a letter be sent to the Lot 29 owner/contractor stating a Certificate of Occupancy be obtained by December 31, 2024 and landscaping be completed by June 30, 2025. A copy of the letter would be sent to MLPC and MLPC would be asked to agree to the same deadlines. The owner/contractor would be asked to sign a copy of the letter, acknowledging the terms, and return it to Toad/MLM Board. Bill agreed to reach out to the President of the MLPC Board so similar letters could be sent at a similar time. Bill agreed to draft the letter and circulate it to the Board for review.

Alex explained Bart Laemmel of B2 Building Science would be joining the next MLPC Board meeting to explain how he could help streamline the review process of construction plans, increase deposits so that sums could be withheld for violation of design guidelines and generally assist the Boards in regularly monitoring construction and highlighting any issues.

It was suggested MLM collect large construction deposits in addition to anything collected by MLPC. It was agreed the construction deposit needed to be large and \$25,000 or \$50,000 per project was discussed. A construction deposit would be

implemented as soon as possible and not part of any engagement of Bart Laemmel. The structure and timing of a new construction deposit would require legal guidance.

Bill made a motion to introduce a \$50,000 construction deposit per project due at commencement of new construction. Dave Miller seconded the motion and it was unanimously approved. Remodels or additions would be discussed at a future meeting.

Bill agreed to draft an email to Beth Appleton, legal counsel, so questions regarding the timing and structure of the introduction of a construction deposit could be addressed.

The bank account currently held \$3,491 but had payables of \$3,366. Delinquent dues were approximately \$1,400 and Alex confirmed notice of late fees were sent out each month. Neil agreed to reach out to one owner.

Dave O'Brien said David White would not be proceeding with the dividing of a lot discussed at a prior meeting.

At 9:45 a.m. Bill made a motion to adjourn the meeting. Neil seconded the motion and it was unanimously approved.

Prepared by Rob Harper,
Toad Property Management