

***Oaktrails at Meadowridge IV and V
Homeowner's Association
Board Meeting Minutes***

August 6, 2020

- **CALL TO ORDER**

Jacob Singleton called to order the regular meeting of the Oaktrails at Meadowridge IV and V Homeowner's Association Executive Board at 7pm on August 6, 2020.

- **ROLL CALL**

Heather Rowton, the Secretary, conducted a roll call. The following persons were present:

Heidi Waugh

Julie Clements

Jacob Singleton

Heather Rowton

Greg Amlong.

- **APPROVAL OF MINUTES FROM LAST MEETING**

Heather Rowton read the minutes from July 9, 2020, Executive Board Meeting. Motion by Heidi Waugh, seconded by Julie Clements to approve the minutes, motion unanimously carried.

- **FINANCIAL REPORT**

- Bank Account Status 21, 640.94
- (15) lot owners still owe dues, (5) of which are two years delinquent.
 - One lot belongs to Robert Wright who is deceased. How do we want to handle that?
 - Financial issues will be accommodated with a payment plan.
 - Verbal contact is preferred instead of e-mail

- **NEW BUSINESS**

- Kathy Dr. Verbal warning with dues including physical issues with the property (stucco, shed, yard, etc.). H. Waugh and J. Singleton made a visit on August 6, 2020. Owner said he would have it completed by August 30, 2020. H. Waugh will take the action on the followup email.
- River Oaks Dr. Verbal warning on the lawn. Medical issues preclude the owner from addressing but intends to resolve the issue with the HOA in collaboration with the owner. The owner intends to resolve this Fall.
- New Common Areas and Lawn Maintenance: Retention area behind the McCarley lot is a common area that has not been taken care of. The HOA was not aware that this was our common area. H. Waugh discovered that several other common areas that belong to the HOA. The common area behind the McCarley is being considered to maintenance and the HOA will address with Prolawn. Several conversations have been had with Prolawn. In October, the mulch will be replaced. Prolawn will be emailing a monthly maintenance plan to the HOA for accountability.
 - Stormwater Mitigation completed by the end of August. If incomplete, the HOA will have to pursue additional options to handle the stormwater mitigation.
 - The HOA understands it will take time to get the lawn maintenance under control.
 - J. Clements had a question regarding Prolawn and invoices. J. Singleton understood we were to be billed monthly. J. Clements will contact the Prolawn office to determine billing.
- Dues
 - J. Clement suggested doing verbal warning on dues.
 - Next week, we will address 15 homeowners verbally. H. Waugh and J. Clements will work this next week.
- Yard Violations
 - Three worst yards will be a verbal warning. The Board will send the ACC memo for the yard violations. The memos will be mailed. Mailed by Tuesday.
- ACC Status
 - AG changes to be handled by J. Singleton

- G. Amlong is providing an update on the ACC. A draft has been prepared of a memo that will be sent out to the neighborhood. What would the HOA like from the ACC regarding the memo?
 - Alex home has a 3 ft square area of the garage where the stucco is removed.
 - J. Singleton will contact Alex to determine the situation.
 - Update on the Hit List.
- Update on the Metal Roof Request from B. Bair
 - Laurel Run Roof Standards
 - ✓ Metal Roofs will be adopted with fasteners hidden
 - ✓ Minimum 26 gauge and preferred 24 gauge
 - ✓ Motioned and adopted the Roof Standards into our AG
 - J. Singleton will also ensure the pavers will be included in the AG.
- Fill Vacancy
 - Rob Holloway is willing to serve as the VP.
 - The Board discussed the issue of the vacancy and will be referring to the original ballots of the May meeting. The Board will approach those members to determine to accept or defer.
- **NEIGHBORHOOD CONCERNS**
 - Sidewalk Issue
 - H. Waugh will contact the City of Titusville to determine worst spots on the sidewalk. G. Amlong said that the City is very responsive.
 - Other Homes for Sale that have current issues
 - 5549 Meadow Oaks—the sod replacement and the due 45 days from July 13.

- **ADJOURNMENT**

Jacob Singleton adjourned the meeting at 8:21 pm. Motion made, seconded, and unanimously carried.