



**Meadowood Homeowners
Association
Meeting Agenda and Minutes**



Meeting Title:	MHA BOT Monthly Meeting				
Meeting Date:	12/20/05	Meeting Time:	7:15-9:00	Meeting Location:	Arabica
Leader:	Seth Rodin	Facilitator:	Mike Adkins	Scribe:	Mike Adkins
In Attendance: <i>Strikethrough those not in attendance</i>	Seth Rodin – President Ron George – Vice President Adam Weissberg – Treasurer Mike Adkins – Secretary		Ray Kaczur – Board member Darren Gambatesa – Board Member David Arnold – Board Member		
Guests	Jon May				

Meeting Objective: <i>Why is this meeting being held and what is to be accomplished? What are the desired outcomes?</i>
To review monthly issues that affects the Meadowood neighborhood and plan for the future.

Agenda Topic <i>Items to be covered.</i>	Responsible <i>Who?</i>	Time / Time Allotted <i>How long for discussion?</i>	
1. Call meeting to order	Seth Rodin	7:15	
2. Review and approve previous month's minutes	Seth Rodin	7:15-7:20	5 min
3. Treasurer's Report a. Financial statement review b. Open	Adam Weissberg	7:20-7:35	15 min
4. President's Report a. Fall newsletter b. Open	Seth Rodin	7:35-8:00	25 min
5. Old Business a. Current Committee Updates i. Landscaping ii. Website b. Update on previous action items	Seth Rodin	8:00-8:30	30 min
6. New Business a. Open	Group	8:30-8:45	15 min
7. Schedule next meeting	Group	8:45-8:55	10 min
8. Adjourn meeting	Seth Rodin	8:55-9:00	5 min

Meeting Notes and Discussion <i>Summary of agenda items and discussion. Assign ownership to decisions and commitments.</i>
<ol style="list-style-type: none"> 1. Meeting called to order by Seth Rodin. 2. Previous month's minutes approved and filed. 3. The Treasurer's report was filed <ol style="list-style-type: none"> a. Statement is as filed. Available funds are \$5,354.87. b. Open <ol style="list-style-type: none"> i. Adam reports that the IRS sent a letter that stating the BOT did not file the 1120. This was due to our current status being in limbo on the approval for the exemption. Adam will follow-up on the matter of our filing and our exempt status. 4. President's report <ol style="list-style-type: none"> a. Regarding the fall newsletter, the group voted 6-0 (Ron absent) to include the winter newsletter with



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the dues notification to be sent out in January. This will save the money from a separate mailing in 2005, plus may prompt a greater number of people to read the newsletter. Seth provided a hard copy of the president's letter for the newsletter and will follow-up with an electronic copy that will include any changes based on above decision.

- b. No open items
- 5. Old business
 - a. Committee updates
 - i. Landscaping: David is to contact the car owner to seek reimbursement for the damage to the greenbelt based on the accident that occurred.
 - ii. Website: Mike will ensure that minutes that are provided for the website are generic and do not include Meadowood resident's names. Our guest, John May, reported that the website will be re-organized after the Holidays. The resident directory is being finalized and the minutes and treasurer's reports are posted.
 - b. Previous action items
 - i. Adam covered the liens with all the previous homeowners. All have stated that the liens were said to be cleared. The BOT has no record of receiving payment. The responsibility belongs to the homeowner and not the BOT at this time. The notification was done out of courtesy since the liens were placed in 1999. If refinancing or change of ownership occurs, the liens will need to be dealt with at that time.
 - ii. Seth provided Mike with the hardcopy of the President's letter. The electronic copy is still needed.
 - iii. David will schedule a meeting with a sign manufacturer in January.
 - iv. See 5ai
- 6. New business
 - a. Holiday lights for the front sign were discussed. It was unclear whether the BOT owned the lights or if they were owned by a resident. David will find out for next year.
 - b. The center island has three spot lights burned out on the trees. Mike will look to replace the lights pending weather and availability.
 - c. A discussion of a new sign took place. Based on the projected budget, a new sign would not be possible for 2006. However, 2005 carryover is more than expected and the feasibility of purchasing a new sign in 2006 has improved. Two motions were made:
 - i. The Meadowood sign will be replaced in 2006 provided dues are not increased and association does not carry a negative balance. This motion passed 6-0 with Ron absent.
 - ii. A letter will accompany the dues collection letter that asks for exempt homeowners to pay in 2006, specifically for a new sign. It will also request that other residents make a \$10 dollar donation to go toward the replacement of a sign. This motion passed 6-0 with Ron absent.
- 7. Next meeting scheduled for January 17, 2006 at 7:15 to begin at
 A Sign Above
 8982 Dutton Road
 Twinsburg, OH 44087
 330-425-7832
 - Then move to Arabica
- 8. Meeting adjourned at 8:45.

Last Meeting Action Items		
<i>Assign ownership to the action items along with the commitment date for completion.</i>		
Action Item	Responsible Person	Due Date
1. Cover 1999 liens with homeowners	Adam	9/21 10/18 11/15 1/30/2006
2. Provide Mike with President's letter	Seth	11/22



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3. Copy and mail fall/winter newsletter	Mike	1/1/2006
4. Schedule meeting at sign mfg for board	David	1/30/2006
5. Follow-up with person on greenbelt accident for reimbursement	David	1/30/2006

This Meeting Action Items
Assign ownership to the action items along with the commitment date for completion.

Action Item	Responsible Person	Due Date
1. Provide Mike with electronic version of President's letter	Seth	1/10/06
2. Schedule meeting at sign mfg for board	David	1/30/2006
3. Follow-up with person on greenbelt accident for reimbursement	David	1/30/2006
4. Look at lights in center island	Mike	1/30/06
5. Contact resident about sign holiday decorations	David	1/30/06
6. Update winter newsletter	Mike	1/17/06

Seth Rodin – 2005/06 MHA President

Mike Adkins – 2005/6 MHA Secretary