

**Meadow Hill**  
**EXECUTIVE BOARD MEETING**  
**AGENDA**  
**July 17, 2024 – 10:00 AM**  
**Meadow Hill Clubhouse**

9:15 AM EXECUTIVE SESSION MEETING – BOARD ONLY

1. Executive Session – 9:15 AM - Call To Order, Roll Call, Board Members Only
  - a) Delinquencies, Actions, Collections, Attorney Status
  - b) Pending contracts under negotiation
  - c) Pending/current litigation
  - d) Human Resource/Personnel Issues/Actionable Items

10:00 AM OPEN SESSION

- 1) Roll Call
- 2) Presidents Welcome and Remarks
  - Hollister House
  - Finalizing Committees for 2024-2025
  - Capturing the History of Meadow Hill
- 3) Hearings Scheduled – all hearings are conducted in Executive Session unless requested by the Unit Owner to be held in Open Session
  - Unit #76 – unauthorized entry to the pool area (Executive Session)
- 4) Minutes
  - June 13, 2024 Executive Board Meeting
- 5) Financial Reports (Treasurer) – mid-year summary
- 6) Maintenance Superintendent Reports - Walter Brownsword reporting
  - Superintendent Report/Maintenance & Work Order Review
  - Project List
- 7) Manager's Report
  - Calendar Review
  - Correspondence
- 8) Committee Reports
  - Grounds Committee

- Tree Committee
- Communications Committee
- Welcome Committee
- Maintenance Committee
- Social Committee
- Risk Management
- Long-Term Planning Committee

9) Open Forum – Owners may provide input, commentary, and ask questions (Floor is Open)

10) Business Pending / Updates

- Water Heater replacements – status of units in non-compliance notices to delinquent Owners for Hearing
- Dryer Vent Cleaning – finalized and distributed
- Deck Repairs and replacements – finalized and distributed
- Walkway Repairs for 2024 – revised proposal and action
- Hollister House – Hollister House clean-up status, tenant status, Town process, closing

11) New Business

- Reserve Study update (Brenda Berk)
- Honoring Connie Abbott – plaque and dedication – Board action
- Items from Executive Session requiring a vote – Board action.
- Variances - none submitted
- Tree Committee Proposal – Board action
- Walkway repairs – Board action

12) Adjournment

Next Executive Board Meetings:

- Planning – August 7<sup>th</sup> (1<sup>st</sup> Wednesday) @ 10 AM
- Board – August 21<sup>st</sup> (3<sup>rd</sup> Wednesday) @ 10 AM