

**MEADOW HILL  
EXECUTIVE BOARD MEETING  
AGENDA  
May 15, 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
  - Planning Meeting report
  - Annual Election Meeting and Nominations
- 3) Insurance Presentation and Q&A with Rob Bouvier of Bouvier
- 4) Hearings Scheduled – None
- 5) Minutes
  - April 17, 2024 Minutes - approved.
  - May 1, 2024 Planning Minutes – approved.
- 6) Financial Reports (Treasurer)
- 7) Maintenance Superintendent Reports - Walter Brownsword reporting
  - Superintendent Report/Maintenance & Work Order Review
  - Project List
- 8) Manager's Report
  - Calendar Review
  - Correspondence
- 9) Committee Reports
  - Grounds Committee
    - ◆ Review/action on the Spring Planting Plan proposal – Board action required.
  - Tree Committee

- Communications Committee
    - ◆ Facebook Proposal – decision by the Executive Board
  - Welcome Committee
  - Maintenance Committee
    - ◆ Water Heater replacements due – decision by the Executive Board on six non-responsive and delinquent unit owner
  - Social Committee
  - Risk Management
  - Long-Term Planning Committee
    - ◆ Hollister House – information meeting May 13<sup>th</sup>
    - ◆ Committee changes
  - Legislative
- 10) Open Forum – Owners may provide input, commentary, and ask questions (Floor is Open)
- 11) Business Pending - None
- 12) New Business
- Work Order request for replacement of privacy fence (Unit #254)
  - Discuss the e-mail distribution system.
  - Dryer Vent Cleaning – timeframe, approach, and contractor selection
  - Reserve Study – kick-off meeting June 7<sup>th</sup>.
  - Other new business to discuss/vote.
    - ◆ Items from Executive Session requiring a vote – Board action.
    - ◆ Variances approved by e-mail.
      - Unit #229 – remove and replace patio stones to fix the tripping hazard.
      - Unit # 242 – add railing.
      - Unit # 181 – remove and replace patio and walkway stones to fix the tripping hazard.
      - Unit # 81 – Ring doorbell installation.
- 13) June Look Ahead Agenda Topics
- Deck replacement report and approach.
  - Reserve Study Kick-off and name sub-committee.
- 14) Next Executive Board Meetings:
- Planning – June 5<sup>th</sup>, Election of Officers – June 13<sup>th</sup> Executive Board – June 19<sup>th</sup>
- 15) Adjournment