**MOA Board Meeting Minutes**

**January 12, 2023**

**CALL TO ORDER AT 6:37 P.M. IN THE CLUBHOUSE**

Board members present: Heidi Burkheimer, Jon House, Cindy Hutchinson, Mark Thurber, Linda Dement, Jennifer Reed, Hillari Mohler, Aaron Grenlund

Non-Board members present: JC Higgins/Lorne Martin,

Board members absent: Josh Beloit

**QUORUM ESTABLISHED**

**OPEN FORUM**There were no requests to speak.

**MINUTES**

December 8, 2022, Board minutes approved.

**FINANCIAL REPORT**

$142,094.00 EOY 2022 Assets

$73,124.61 in a CD with Edward Jones. 15 delinquent accounts and 2 delinquent RV spaces. 8 under $60.00 collection notices sent.

It was noted that the first quarter dues was $194.50 instead of the previously announced $193.50. Difference stemmed from a minor difference in the final, approved 2023 budget. $193.50 is the amount to be charged going forward.

Charges for holiday festivities in December 2022 were not submitted yet. Will be in 2023 finances.

**EXECUTIVE SESSION**

**6:54PM**

Executive session to discuss legal matter.

**RETURN TO GENERAL SESSION**

**7:46PM**

**COMMITTEE REPORTS**

**ACC – Jennifer Reed**

Inspection on 12/15/2022. Lot 98 application approved to have a cedar tree removed.

**Pool/Door Codes – Linda Dement, Heidi Burkheimer**

Three people to have the keys for the Clubhouse/pool. A discussion centered on the fact that lots delinquent on any amount of dues or assessment, even small amounts, lose their Clubhouse access immediately. Alternative suggestion is that there is a $ minimum threshold and also allowing a few more days for checks to arrive after due date. Rental agreement for the pool/clubhouse could note that they will have privileges suspended. Board will revisit the matter at its February 9 meeting.

**Grounds** – **Mark Thurber**

Josh Beloit sent in notes on winterizing irrigation system: A couple weeks ago I went and looked a blow-out for our system and was unable to find one. I ended up opening the system valves and did the best I could to bleed any pressured water out of the system so the pipes were not fully charged. Since the weather does not look to be terribly cold anytime soon I will turn on the system back on and see if there are any leaks or damages from the recent frigid temps.

**Clubhouse** – Vacant

Carpet Cleaning – Aaron offered to use his equipment.

Locate copies of keys

**Tennis/Pickleball Courts** – Vacant

Former Board member Phil Carter applied a moss removal product. Will check on the effect.

**RV Lot – Greg Dement/Josh Beloit**

Josh sent in notes: The lot looks to be in pretty good condition and so no issues or evidence of tampering with any trailers/vehicles. The razor wire on the gate is still cut and hanging down for a small section but no other evidence of security issues. I took some photos of trailers in the lot that are in disrepair, plants growing out of them, etc. and will send out a PDF soon with the RV Lot map and corresponding photos of trailers that need to be removed so we can discuss how to address this issue.

**Activities – Stephanie Benson**    
Linda reported on behalf of Stephanie. Stephanie handled the holiday party, overseeing setup, the party and cleanup.

**Welcome Wagon – Paula Dawson/Stephanie Benson**

Lot 111 sold. Lot 12 on the market.

**Newsletter – Cindy Hutchinson**

Winter issue coming out in early January. Jon will contribute a content piece for the newsletter.

**Website/Communication – Cindy Hutchinson/Jennifer Reed**

1 email from a non-HOA member requesting to rent the clubhouse.

Stephanie to connect with Jennifer regarding Manorwood email

**Clubhouse Rentals – JC Higgins/Linda Dement**

See “b” under New Business.

**OLD BUSINESS**

a) Fireplace repair update: Wallace Stove and Fireplace was able to locate our fireplace type. Quote for repair and new module, if that’s what is needed, came to about $414. Plus, Wallace informed us we owed $322.64 in sales tax from when the fireplace was purchased in 2018. Wallace thought they were selling the fireplace to a contractor in 2018. But as the end user and purchaser, the MOA owes the sales tax. As far as the repair, we agreed to wait for Josh’s response, since he was trying to get some repair bids as well.

**NEW BUSINESS**

1. JC Higgins service roles – Lorne absorbing all of Buffy’s responsibilities. Inspections fourth Thursday of the month.
2. Changing Clubhouse reservation deposit structure – The Board discussed and rejected the idea of charging a small cleaning supplies fee for those who rent the Clubhouse. Use of the Clubhouse is part of MOA membership, and our annual dues go toward supplies. Issue is that sometimes the Clubhouse isn’t not properly cleaned by the people renting it. Linda Dement suggested creating a more formal cleaning checklist, including keeping a checklist in a plastic sleeve at the Clubhouse for members to complete. She volunteered to join the committee handling the rentals and institute closer inspections after parties and events. Board agreed. Committee now consists of Linda Carter and Linda Dement.

**Next three meeting dates:** (all 6:30 p.m.) February 9, March 9, April 13

**Adjournment 8:41 p.m.**