**MOA Board Meeting Minutes**

**April 13, 2023**

**CALL TO ORDER AT 6:33 P.M.**

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

Non-Board members present: JC Higgins/Lorne Martin

Board members absent: Josh Beloit

**QUORUM ESTABLISHED**

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

**Entered Executive Session 6:34PM – 6:39PM**

**MINUTES**

Board minutes approved.

**FINANCIAL REPORT**

Assets total: $150,317.36

$64,290.12 Savings; $9,659.42 reserves.

$73,867.81 in a CD with Edward Jones

21 lots and 4 RV spaces w/ delinquent balances; 8 under $100 owed.

Audit of deposits on the balance sheet.

No new liens

No questions

**COMMITTEE REPORTS**

**ACC – Jennifer Reed**

109 took down 4 trees

110 application to take down 3 live and 1 dead tree

18 application for dead tree removal

71 new garage doors – no application, Inquiry to be sent.

What is the expectation for submitting applications for front yard work?

Revisit guidelines

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

4/15 clubhouse rental – need to resolve door access issue of no power to the key

Front Door code not working

New door key code purchased

Lockbox with keys; board members have access to lockbox

Determine who will be responsible for the pool management this year.

(for reservations)

**Grounds** – **Mark Thurber**

Cindy & Mark purchased a birch tree in honor of

Thank you Aaron Grenlund for donating it.

Josh Beloit will donate the plaque.

**Clubhouse** – Hillari Mohler

Water Leak adjustment – we have to prove it’s fixed. Linda to call and look into this.

$422 gas bill 12/16/22 – normal charges $200 - $250 for this time of year.

Carpets cleaned

Proposed new kitchen floors.

**Tennis/Pickleball Courts** – Vacant

Andy Mohler to clear the moss with Josh Beloit.

**RV Lot – Greg Dement/Josh Beloit**

Linda Dement to share the excel sheet with the map key.

3 lots need letters.

Pending – Linda retrieving key from Lot 12. We will keep charging lot rental fee until key and notice turned in.

**Activities – Stephanie Benson**    
Facility booked for the 4th of July

Securing 4th of July Fire and Police Department participation – will hear back

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

Lot 12 – not pending yet; no updates

Lot 107 up for lease

**Newsletter – Cindy Hutchinson**

Spring edition coming out in May

Jon to write Mail Safety Tips

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

Website updated

No email updates.

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

April 15th

We can block out future dates

Linda created template for rental clubhouse inspection forms

1. Old Business
2. Lot 107 – up for lease
3. Proposed ACC Guidelines Revisions – Update from committee: Met and addressed issues. Reviewed feedback. Cindy updating guidelines. Will introduce to the board in May. One more meeting in April for the committee.
4. Overnight parking in Manorwood Park – Request the city post a sign regarding park hours. Cindy contacted the city. They will post the hours.
5. New Business
6. Clubhouse locks & keys: Distinguish board keys vs. renter’s keys. Consolidate and organize keys. Next meeting: see what we have and audit the keys. Every key needs to be here. Linda has the rental key. Linda Carter also has a set. Heidi has the HOA Mail Key.
7. Budget discussions for clubhouse improvements and updates. Flooring, paint, & furniture. Updating deck. Table for next meeting. Add to May agenda: Budget priorities.
8. Decision making process for the MOA Board members. Reference: Robert’s rules of order for parliamentary procedure has been previous method. Decision making matrix for issues that come before the board. Jon to propose matrix for the board to review.
9. Lost RV lot keys – establish an amount for lost keys. Will need to be on the rental form. Email members in the event of a lost key – this is the fee. 3 trailers out there, July 2022 map. Ask him to drop off the key Zackey Lot # ??

Next three meeting dates (all 6:30 p.m.): April 13, May 11, June 8

Adjournment 7:24 PM.