

Moravian Meadows Association
Board Meeting/Fern Hill
October 16, 2023
5:00 p.m.

ATTENDEES

Members In attendance: Ed Mroz, Gerard Kulka, Dolores Hayes, Jim Dishman, Michelle Parnell, and Rick Doyle.

Also in attendance: Melanie Sugierski, Suzanne Amateis and Pat Minch

CALL TO ORDER

Ed made motion to open meeting at 5:00 p.m., motion was seconded by Gerard and carried with all in favor.

Gerard made motion to approve minutes from September meeting, seconded by Michelle and carried with all in favor.

MOTIONS

Ed made a motion to nominate Patricia Minch to fill the vacancy of Secretary for the remainder of the current term. Motion was seconded by Rick, and carried with all in favor.

Ed made a motion to make the recommended changes from the Website Committee to post Board meeting minutes and financial reports to the website after they have been approved by the Board. Motion was seconded by Michelle and carried with all in favor.

REPORTS

Moravian Meadows Blog: Recommendations from Michelle, Melanie and Suzanne regarding items for the Blog/Website that would be helpful to the community. Updating the work order to be a "fillable" document that could be directly submitted online was discussed. Adding "method of contact" on the work order form. Further discussion on procedure and flow of the work orders. Benefits of an electronic tracking system for work orders.

Discussion to promote use of website and transparency, to post minutes and finance report on website. Michelle will upload the minutes/financial reports to the website after approval by Board. Suzanne recommended the idea of a subcommittee to help with tasks as they are needed. Members of community have the opportunity to help with a single task.

Discussions on dues from units that sold/closed by new owner.

Jim: Irrigation work winding down. Approximately \$24,000 over budget on irrigation. Older system. Company did a lot of repairs on leaks, heads and lines that ran under driveways. Next year should see less work needed.

Michelle: Discussion of Michelle (website administrator) giving Melanie and Suzanne permissions to upload/remove approved documents as needed. This would expedite the procedure and help keep the website current.

Discussion on two violations: dog and parking in the street.

Discussion regarding a temporary leave from the Board in the near future. She would leave gradually from her responsibilities and train someone prior to temporary leave.

Recommending Suzanne/Melanie can handle the responsibilities.

Rick: Discussion on status of open work orders. Couple brick/porch work remains to be completed. M&M will be doing the work. Building #39 brick/porch work order. Porch wall (end unit) on Sycamore brick to be patched.

Discussion on Brown units wood repair/maintenance. Gatehouse will be painted.

Gerard: Bulletin board (closed case) has been delivered. New board will be installed on median across from the gatehouse. Location/height will be considered when deciding placement of the bulletin board. Plan is to be able to stand in the street and be able to read posted items. A plaque will be ordered to place on the bulletin board in honor of Jarret Hill. The new bulletin board case will help with communication. Nancy Perry (community member) has volunteered to handle the placement of approved items to be displayed in the case.

Ed: Discussion for fence to be installed behind unit #1. Expense will be from 2024 budget.

Dolores: Discussion regarding preparation of 2024 budget. Discussion of increase in water bill. Will look into units at building #44 to look for any leak/reason for the substantial increase in usage. Reviewed budget for third quarter.

Building #21, 25, 30, 32, 56, 58 being reviewed for gutter replacement/repair.

Ed made motion to close meeting. Jim seconded and with full support, meeting adjourned at 8:30 p.m.

Next meeting scheduled for Monday, November 13, 2023 at 5:00 p.m.