

Meadow Lake Country Club Estates Homeowners Association, Inc.
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Website: ml-hoa.com

James Ablett, President
Steve Spotts, Vice President
Kathy O'Connor, Treasurer
Jeff Brodie, Secretary

JoAnn Cate, Director
Lynn Zanto, Director
Lance Lynch, Director
Pete Glee, Manager

2023 Annual Meeting Minutes for Meadow Lake HOA -no quorum

Date: Saturday, June 3, 2023
Time: 1:00 PM

Place: Glacier International Lodge at
Glacier International Airport
4150 U.S. Hwy 2 E, Kalispell, MT

Attendance: Board members present: James Ablett, Kathy O'Connor, JoAnn Cate, Steve Spotts, Lance Lynch, and Jeff Brodie. Also present were office personnel, Diane Craft and Ann Stephens.

1. **Call Meeting to Order** – James Ablett called the meeting to order at 1:05p.m.
2. **Opening Comments** – James Ablett introduced himself as President of the MLHOA and introduced the board members present. He stated that board member, Lynn Zanto, was unable to attend the meeting. James Ablett also introduced the office staff present: Ann Stephens and Diane Craft. He said that the General Manager, Pete Glee, was unable to attend.
3. **Proof of Notice of Meeting** – James Ablett confirmed that the Notice of the Annual Meeting was posted on the MLHOA website by 12/31/2022.
4. **Roll Call and Certification of Proxies and Quorum** – James Ablett called on Ann Stephens to verify quorum; Ann Stephens needed more time to complete the count. While waiting for the votes and proxies to be added, James Ablett asked the homeowners in attendance to take the time to review pages of the 2022 Annual Meeting. Ann Stephens completed the count, with only 69 of the required 80 votes present. James Ablett explained that quorum was not met, so motions could not be presented and approved. However, the meeting would continue as an informational discussion.
5. **Submission of Member Comments/Questions** – James Ablett postponed the discussion of member comments and questions until the end of the meeting.

Information / Action:

6. **Approval of 2022 Annual Meeting Minutes** – James Ablett stated that the members could not vote on approval of the 2022 Minutes since quorum had not been met, but he asked if there were any questions. There were no questions or comments.
7. **Financial Report** - James Ablett summarized the QuickBooks financial reports (available upon request at the MLHOA office). He explained that the Financial Statements

were closed on May 15, 2023, since the MLHOA fiscal year doesn't end until June 30, 2023. Therefore, the calculations in the financial reports were projected to fiscal year-end. He said that he had several copies for distribution of the 2022 Financial Statements ending June 30, 2022, if a homeowner would like to review them.

James Ablett related that the MLHOA was successful in its lawsuit against Mr. Tracy, former owner of the Meadow Lake Golf Course, who claimed that he did not have to pay the MLHOA dues for the Golf Course. Both the Justice and District Courts ruled in favor of MLHOA and awarded 100% of the assessments, interest, and legal fees. James Ablett said the MLHOA is working to have the bonded funds in the amount of \$63,000 released for payout, and the approximately \$17,000 remaining will be collected from Mr. Tracy. James Ablett stated that there should be a \$65,000 surplus of funds by year-end due to the lawsuit win, and he recommended depositing \$60,000 into the road reserves account. He also related that the new Meadow Golf Course owners were awaiting the Court judgment and are in arrears of MLHOA dues. The Golf Course owners will receive notice of the judgment and will be reminded that they are required to pay their delinquent dues.

James Ablett related that \$5,000 per month is being contributed to the road reserves; there will also be upcoming expenses for paving, installation of mailboxes, and a road reserve study. James Ablett said that he would be available after the meeting to discuss any financial questions in more detail. He invited comments or questions from the floor.

A homeowner expressed congratulations for the MLHOA win against the Meadow Lake Golf Course. James Ablett mentioned his appreciation to the Judges involved in the case. Bill Milner inquired as to the date of receipt of funds. James Ablett said that the General Manager, Pete Glee, contacted the lawyer to apply for the bonded funds.

A homeowner asked the amount of the reserve study. James Ablett said that the contract amount was \$2,500.00. The road reserve study is done approximately every three years. When the new proposed subdivision with approximately 103 homes is added to the MLHOA, a new road reserve study may need to be completed.

A member of St. Andrews Homeowner's Association asked if the MLHOA has dealt with the MLHOA homeowner 25% discount for the Meadow Lake Golf Course that is not being honored. James Ablett stated that the issue is not MLHOA business. The MLHOA looks after the common areas and roads.

A homeowner from the floor asked if other owners are not paying their dues, and, if so, are liens filed on their property? James Ablett related that homeowners that are overdue are charged finance fees, but there are only \$3400 in dues that are delinquent for more than 90 days. He was unaware of any current liens.

Discussion ensued from homeowners on the floor regarding details of the new subdivision. James Ablett stated that the new subdivision will become part of the MLHOA and adhere to the By-Laws and CCR's of the Master Association. Barb Riley added that the new subdivision may be ready by late 2024 or 2025 since it is still waiting for review by the DNRC and DEQ. James Ablett redirected the discussion back to the Financial Reports.

Tom McElwain inquired about the difference in the Accounts Receivable on the Financial Reports. James Ablett said that it was due to the recovery of funds from the lawsuit.

Barb Riley stated that the new owners of the Meadow Lake Golf Course received disclosure of the lawsuit when they purchased the Golf Course, so they are aware of the issue regarding the dues. Barb Riley also asked about the renewal of the office lease in the building on St. Andrews. James Ablett said that they gave notice by registered mail to the landlords that the MLHOA chose to exercise their “right to renew” for another 5 years.

8. **2023-2024 Budget Proposal** - James Ablett briefly referred to the new budget and stated that the MLHOA dues of \$180 quarterly would not increase.

James Ablett concluded the Financial and Budget reports.

9. **Standing Committee Reports:**

ARB -Steve Spotts reviewed the purpose of the ARB committee and introduced the ARB members. Steve corrected the New Construction homes in process from 5 to 6. He also said that the ARB committee allows extra time to complete landscaping projects due to winter conditions. Steve Spotts asked if there were any questions before concluding his report.

Mr. Rossiter asked if anything was being done about the construction trailer blocking the roadway. Steve Spotts said that the issue is being handled. Steve Spotts concluded his report. Report, as follows:

Architectural Review Board

Report for Annual General Membership Meeting

1. **Architectural Review Board (ARB)** – Application and interpretation of the Meadow Lake building standards is the responsibility of the ARB, a committee of the MLHOA. The ARB's authority is derived from the MLHOA Declaration of Covenants, Conditions, and Restrictions (CC&Rs), the MLHOA's Bylaws, and its Charter as promulgated by the association's Board of Directors. The board's objective is to ensure that homes and other buildings constructed in Meadow Lake are aesthetically compatible with the natural landscape and the historical architectural patterns of the community.
2. **ARB Members** – Stephen Spotts, Chair; Linda Jarrendt, Connie Hitchcock, Bill Milner and Sam Iraggi.
3. **New Construction** –
 - A. There are currently five completed home construction projects pending completion of final landscaping:
 - **NuWest Builders.** Lot S-01, 1045 St Andrews Drive. Final landscaping to be completed by 30 June 2023.

- **Wick Home.** Lot R-60, 117 Oakmont Loop. Final landscaping to be completed by 30 June 2023.
 - **Bogan Home.** Lot MW 68, 359 Gleneagles Trail. Landscaping to be completed by 30 June 2023.
 - **Berger Home.** Lot MW-143, 272 Gleneagles Trail. Project Start Date 2 August, 2021. Final landscaping to be completed by 30 June 2023.
 - **Richards Home.** Lot MW-64, 327 Gleneagles Trail. House has sold to a new owner with landscaping to be completed by 30 June 2023.
 - **Hansen/Marsh Home.** Lot R-25, 237 Pine Valley Loop. Final landscaping to be completed by 30 June 2023.
- B.** There are currently three home construction projects underway.
- **Hodges Home.** Lot R-20, 257 Pine Valley Loop. Exterior inspection completed. Due to millwork supply issues the final front door installation is still pending.
 - **Rossiter Home.** Lot MW-137, 346 Gleneagles Trail. Project Started July 26, 2022. Following prior contractor issues the project is currently back on schedule. Expected completion is 26 July, 2023.
 - **Joern Home.** Lot MW-050, 159 Gleneagles Trail. Project started June 14, 2022. Scheduled completion date is 14 June 2023.
- C.** There are four home projects that are currently being planned or under review.
- **Thein Home.** Lot MW-051, 159 Gleneagles Trail.
 - **Mironuck Home.** Lot MW-077, 1287 Oakmont Loop.
 - **Anderson Home.** Lot MW-145, 248 Gleneagles Trail.
- 4. New Remodels/Repair/Painting and Re-landscaping – 1 Property**
- **Moore Home.** Exterior Painting. Additional landscaping to be completed by 30 June, 2023.
- 5. Completed Remodels/Painting – None**

Submitted by Stephen Spotts – ARB Chair

BIM - JoAnn Cate reviewed her report. She said that the BIM committee will be driving through the community to review properties for compliance. Homeowners will have a period of approximately one month to remedy issues before fines will be levied. JoAnn Cate said that the speed bump signs are getting old and will not be replaced. She opened the floor to questions. Barb Riley asked if the BIM committee is working to maintain the landscaping near the Tamarack entrance by the 15th fairway. Steve Spotts inquired as to who owns the property. James Ablett said that he would defer to the General Manager, Pete Glee, and talk

with him on Monday. Barb Riley also inquired about the chain link fence on the Golf Course property. Malinda Iskiyan discussed the entry flower baskets and suggested decorating them for the fall and spring “off-seasons”. Several homeowners said that they would rather have them removed rather than decorating interim baskets. Sam Iraggi asked how often properties are reviewed for compliance. JoAnn Cate stated that properties are examined once/month during the summer.

A homeowner related that they had been working on their property and felt that they received a rude notice from the BIM committee regarding non-compliance.

Peter Kirshner said that there are trees on St. Andrews that should be removed, and part of the St. Andrews roadway needs to be cleaned up. JoAnn Cate said that the BIM committee will examine the issues.

JoAnn Cate thanked Vacatia, the BIM committee, and the SOCIAL committee for help and support on the Annual Thin-n-Trim event.

Esther and Joe Brega inquired as to whether they could attend the ARB meetings so that they can discuss their landscaping plan. Steve Spotts said that they could attend, and he would let them know when the next meeting is scheduled.

James Ablett spoke to the BIM issues regarding the difference in responsibilities between the MLHOA and individual homeowners; the MLHOA cares for the trees and landscaping only in the common areas. James Ablett also addressed an issue with the mailboxes. He said that the General Manager, Pete Glee, contacted the Post Office to confirm placement of the boxes, but the site is not approved. The project is on hold until the issue is resolved. Barb Riley noted that the site for the proposed mailboxes was on the plat map with the original filing and had been approved.

JoAnn Cate concluded her report. Report, as follows:

Beautification, Improvement and Maintenance (BIM) Committee

The BIM Committee has met several times throughout the 2022-2023 year working on rewriting, updating, and finalizing documents used by the BIM. The BIM, in conjunction with the MLHOA, will take on the responsibility of notifying homeowners of the deficiencies in their landscaping.

The BIM has sent out letters to all homeowners thanking them for their support and participating in the Thin N’ Trim clean-up process. It was a huge success again this year. Two common areas on St. Andrews were included and several volunteers showed up to assist. Special thanks to Vacatia for sponsoring the kick-off brunch and pizza and beer on Saturday afternoon.

This year, the BIM has scheduled 5 June 2023 as their first drive though the community reviewing properties for landscaping, dead and diseased trees, weeds and making sure structures are being maintained. If you see a BIM member driving past or inspecting your

property, please come out and introduce yourself. We're happy to answer any questions or concerns!

The BIM is pleased to share the mailbox/bulletin project on Gleneagles Trail has been finalized and work will begin in late June. A contract for the drainage issue on St. Andrews has been signed and work should begin this month.

The BIM continues to work with our contractor regarding weeds along the road and common areas.

Submitted by Patty Epplesheimer, Co-Chair

And JoAnn Cate, Co-Chair

SOCIAL - Tom McElwain reviewed his report. He said that new homeowners who had not received their welcome basket could stop by the office to pick it up. Tom McElwain stated that there were not enough participants for the Annual Garage Sale, so the event is cancelled. He also noted that the Social Committee will no longer pursue including other nearby communities in the MLHOA social events. Tom McElwain said that homeowners who wish to receive the community newsletter should contact the office with their current email address. Jeff Brodie invited homeowners to an upcoming neighborhood run/walk activity. The event is scheduled for September 9, 2023, at Hucklebear Park. Registration begins at 7:30 a.m., and the start time is 8:30 am.

Tom McElwain concluded his report. Report, as follows:

Social Committee Report to HOA Annual Meeting June 3, 2023

June 2022 to May 31, 2023

1. The Committee (about 10 homeowners and 4 ex-officio members) meets nearly every month, some members in person others by ZOOM.
2. The members administer the New Residents' Welcome Package, the monthly newsletter "Happenings", Book Club, as well as several events: Christmas Party, St Patrick's Day Party, Trim and Thin Neighborhood Cleanup (April 29 & 30, 2023), Annual Yard/Garage Sale (June 24, 2023), Rib Fest (August 16, 2023), Fone Run/Walk (September 9, 2023), and assist with Annual Meeting.
3. The Committee is currently working to include the two separate community HOA's (Meadow Lake West and The Woods HOA) in the social events, etc., organized by the ML HOA.
4. The committee's goal is to create a friendly, supportive and safe community.

Submitted by Tom McElwain, Social Committee Chair

COPS – James Ablett encouraged the audience to read the report and deferred any discussion to Lance Lynch or Barb Riley. Barb Riley said that the committee had not met recently, but the members are reading the COPS monitoring reports. The COPS Committee tries to meet when there are large events in the MLHOA. She also stated that several Ring Cameras have reported odd activities after dark, so please be attentive. A homeowner asked how long it takes for North Star Security to respond to a call. Barb Riley said it takes about 15 or 20 minutes. Questions ensued about parked cars on St. Andrews; the issue will be discussed after the meeting.

James Ablett concluded the report. Report, as follows:

Community Operations and Protective Services (COPS) 2023 Annual Report

The COPS committee currently has 3 members, with Lynn Zanto, Barb Riley, and Lance Lynch. While this committee isn't as active as some of the other committees, if you have questions or concerns, don't hesitate to reach out to them via the MLHOA office.

North Star Security continues to patrol the Meadow Lake Community at random times twice daily.

The main ongoing concerns are speeding, and dogs off leashes. Both concerns are very hard to enforce without someone or company patrolling 24/7. To help reduce the speeding, 10 more speed bumps were installed last fall in areas where a high number of speeding issues were noted. While few like speed bumps, they do help to reduce these occurrences, and unfortunately all pay for what a few do.

In the case of dogs being off leashes, owners are reluctant to turn in their neighbors for these violations. This is understandable, but without the community working together to stop this, it will only get worse. Also, it's difficult to identify and stop the occurrences of neighboring owners walking their dogs off leash within Meadow Lake.

The MLHOA has renewed the contract with North Star Security for another year. The contract will now expire June 30th, 2024. Here is a quick overview of the reported events this last fiscal year: Open Garage Doors 60+, Vehicles on road over night 53, Miscellaneous 41, Open Car Doors 13. Within the Miscellaneous category North Star reports on suspicious vehicles or contact with persons of interest, packages or flyers at front doors, people in pools after hours.

One concern that they comment on often are the driveways that aren't plowed. This makes it obvious that no residents are living there regularly. This creates concern for neighboring properties as well, if there are individuals canvassing the area looking for opportunities. Respectfully submitted by Pete Glee, General Manager

10. General Manager's Report – James Ablett encouraged the homeowners to read through the Manager's Report. He concluded the report. Report, as follows:

MANAGER'S REPORT FOR the June 3, 2023 ANNUAL MEMBERSHIP MEETING

Thank you for attending the Annual Meeting today! A special welcome to the new owners that have purchased in Meadow Lake in the last couple of years! Thank you for investing in the Community, and I hope your neighbors have reached out to welcome you as well! I apologize for not being in attendance today, as have a granddaughter graduating!

Administrative and General:

- a. Ann Stephens and Diane Craft continue to support the MLHOA with administrative and bookkeeping duties. Ann works 3 days a week and Diane works 1 day (Wednesday's) a week. I am in the office Monday-Thursday each week.
- b. The office and Ann Rhodes continue to maintain the website: ML-HOA.Com and consider it as the owner's main source for MLHOA information. The mass email software, MailChimp, is serving us very well and gives MLHOA the avenue to get important information and announcements out to owners in a timely manner. Every effort is made to not "spam" you with less important information or many reminders of upcoming events!! If you are not receiving these emails and would like to, please email me at hoamanager@ml-hoa.com.
- c. The MLHOA has some volunteer committee openings. If you are interested in serving on one of the committees, give the MLHOA office a call at 406-897-2765.
- d. A Big Thanks to all the owners and the Beautification, Improvement, and Maintenance (BIM) Committee for the work improving their own properties and the Common Areas. The MLHOA office has a lot of information on making your properties more "fire safe". If you have questions, please contact the office.
- e. A big "Thank You" to the volunteers that served on the Nominating and Election Committees this year, for the Board of Directors Election.
- f. The snow plowing this past winter was contracted out to JD Thinning. From the reports I have gotten back, they did a very good job, especially considering it was their first year working in Meadow Lake. Biggy's continues to be the landscaping company for maintaining the roadsides and a couple of the common areas. The noxious weed contractor, Jon Hesselwood of Lawn Care Specialties sold his business to Patrick Morrissey of Valley Landcare. Patrick will be spraying the road edges and common areas. If you have noxious weeds on your property or have questions, please contact the office.
- g. Transitioning to email billing has generally gone very well and represents significant postage savings and office time spent stuffing envelopes. With this though, it is very important that you keep your preferred email address updated with the office.

- h. The drainage issue resolution on St. Andrews Drive has been finalized and contracted out. The work is scheduled for late May or first part of June.
- i. The BIM has finalized the contract on mailboxes for Gleneagles Trail owners. The work is scheduled to begin the week of June 26th.
- j. The pothole repair and crack sealing for the roads in Meadow Lake are out for bid and will be completed this summer.
- k. A new road reserve study is being negotiated and planned for September 2023.

The staff and I strive to be ethical in serving all members equally and fairly without consideration of personal or special interests. We, in all efforts, endeavor to comply with the intent and purpose of the association's governing documents.

Submitted by Pete Glee, General Manager MLHOA

11. Board of Director's Election Results Report – Kathy O'Connor thanked homeowners for ballot returns. The two openings for the Board for (1) Homeowner and (2) Owner at-large were filled respectively by Connie Hitchcock and Jeff Brodie. Kathy O'Connor concluded her report. Barb Riley mentioned that not all ballots made it to condo unit reps. Ann Stephens said that she would talk with Barb Riley after the meeting regarding the list that she has for MLDC unit reps.

Other Items:

12. Public Comment – James Ablett opened the floor for comments from attendees. Barb Riley responded to a question about the water meters. She said that the water meters are transitioning from manual reading to digital. The new system will increase efficiency and accuracy. As part of the changeover and due to receipt of a government grant, Barb Riley said that every home will be audited to verify that connections are meeting current standards.

A homeowner discussed the importance of having the name and contact information for the individual who can turn off the water in the event of an emergency. Some of the shut-off valves are under asphalt. Barb Riley and Ann Stephens said that problem will be addressed.

A homeowner asked the cost of the St. Andrews project. James Ablett said that Clear Water Contracting estimated \$21,750 for a new culvert and cleaning the sewage pipe of debris to mitigate flooding issues.

James Ablett emphasized that signage is not allowed in Meadow Lake, but political hats or shirts worn to events are a personal matter and not a matter for the MLHOA to discuss.

Some members in the audience asked about the use of the recreational facilities. Lance Lynch said that Vacatia had stopped homeowner access since only four members signed up

for the program. Barb Riley requested that Lance Lynch encourage better communication from Vacatia to the MLHOA homeowners.

13. **Next Meeting:** Saturday, June 1, 2024 @ 1:00 PM (Location to be announced)

14. **Other Items:** James Ablett said that a committee was formed to re-write the MLHOA CCR's. He said that if a homeowner has interest in assisting the committee, please contact the office. Barb Riley clarified that the committee is not re-writing the CCR's but only reviewing them. The committee will report on any suggested changes by the next Annual Meeting. Bill Milner asked if there is a committee responsible for obtaining proxy votes and participation in the Annual Meeting. James Ablett said that ballots are mailed and MailChimp is used to notify homeowners.

15. **Adjournment** - James Ablett concluded the meeting at 3:00p.m.