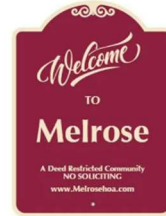


## 2025 MELROSE HOA ANNUAL MEETING MINUTES

Melrose Homeowners Meeting

7.23.25 600pm – Sycamore Creek Park – Pickering Shelter



### 1. Call to Order:

#### Melrose Board of Directors

- Jackson Brandel – President, Treasurer
- Tony Black - Vice-President
- Nick Adams - Secretary
- Jarod Pickett
- Beth Allen
- Stacey Menefee – PMI Scioto Metro

*All board members present. Approximately 25 households present. Meeting called to order by Mr. Brandel at 630PM. Quorum requirements met.*

### 2. Approval of prior Meeting Minutes 2024

*Mr. Brandel makes a motion to approve the 2024 Annual Meeting minutes. 2<sup>nd</sup> by Kevin Kemper. Motion approved.*

### 3. Financial Review

- Operating Account (2025 annual budget)
  - (a) Accounts Receivable (6.30.25)
    - (i) \$46,148.87 (principle)
      - 1. 382 homes have satisfied 2025 dues
    - (ii) \$7,033.70 in Reserve account (\$666.67\monthly – \$8,000\ annually)
  - (b) \$14,856.39 (delinquency) for 28 properties
  - (c) -\$2,101.39 (PMI Scioto Metro\Axela\Williams & Strohm)
  - (d) \$12,755.00 (Melrose HOA)
    - (i) 18 properties totaling \$4,855.00 are in status escalation
    - (ii) 10 properties totaling \$6,165.00 in are in Collections
      - 1. 2 properties are in settled payment plans totaling \$1,926.39
      - 2. 1 property in foreclosure for \$2,810.00
    - (iii) \$1,735.00 in Legal Fees

*Financial review by Mr. Brandel. Of note: - Yearly HOA dues increased from \$150 to \$200. – Corporate Transparency Act is no longer in effect.*

### 4. Election of Board Members

- Nomination of Board candidates(s)
- Presentations by Board candidate(s)
- Election of Board member(s)

#### ARTICLE V. BOARD OF TRUSTEES

##### Section I. TRUSTEES.

There shall be five (5) Trustees and the terms of the Trustees shall be staggered so that the term of at least two (2) Trustees will expire and a successor will be elected at each annual meeting of the Association. Thereafter, at such annual meeting, a successor to the Trustee whose term then expires shall be elected to serve a two (2) year term. Notwithstanding the foregoing, the Members, by the vote of Members exercising not less than a majority of the voting power of Members may, from time to time, change the number and terms of Trustees; provided, that in any such event the terms of not less than one-third of the Directors shall expire annually.

*Election of Board Members. Each nominee gave a brief speech outlining their values prior to the vote.*

## 5. Announcement of new Melrose Board member(s)

The Melrose Board of Trustees are placed in a position of trust and authority to act on behalf of the Association. It is the board's legal duty to act in the best interests of the HOA. This includes but is not limited to the following:

**Duty of loyalty** HOA board members are to act in good faith to promote the best interests of the entire association.

**Duty of care** HOA board members to make informed decisions regarding HOA matters. The board can rely on an HOA manager or staff to provide the information necessary to make a decision. The duty of care board is expected to uphold can apply to several situations, including imposing fines on homeowner violations.

**Duty of Authority** board members are required to only act within the scope of their authority. They cannot act or make decisions on matters that are outside the boundaries of their roles and HOA responsibilities to homeowners.

## 6. New Business

- Melrose Assessments
- [MelroseHOA.com](http://MelroseHOA.com) website as source of information; STAY INFORMED

*Review of Melrose HOA website updates and neighborhood 'happenings.'*

- Melrose Capital Improvement Projects (2025-2026)

*Pond improvements (SR256 entrance pond) – ecosystem is now complete after executing a multi-year plan with AquaDoc.*

*Private pond issues discussed – one homeowner with a pond property mentioned issues with runoff water and chemicals from treating yards affecting the pond quality. Also mentioned was that the private pond is in need of dredging due to its shallow nature.*

*Lighting improvements – at both the Refugee Rd and SR256 entrances. Manual timers have been replaced with astrological timers (no photosensors).*

- Melrose subdivision Improvements from the City of Pickerington

*Trees/Sidewalks – extensive discussion regarding street trees, tree roots/growth, resulting sidewalk damage and sidewalk condition. Multiple homeowners questioned whether the street tree and sidewalk maintenance are the responsibility of the Melrose homeowners or the City of Pickerington. Melrose homeowner Kevin Kemper weighed in and made himself a resource for further discussion as a city representative. Mr. Kemper also advised that the city is exploring options to address sidewalk damage and street tree maintenance. The conversation is ongoing and the city is still seeking solutions.*

*Other Melrose neighborhood issues that the city has addressed this year: - placing speed/radar units in the neighborhood in an attempt to slow down traffic and speeders. – Painted curbs near the Violet Elementary access at Melrose Blvd to alleviate congestion from vehicles being parked in this area before and after school dismisses.*

- Melrose Violations

*Mr. Brandel explained how violations are assessed and how they can be remedied. The process was outlined.*

- Melrose Handbook

*Handbook is being reviewed and revised by Mr. Brandel and should be complete soon. This will be a quick reference guide for residents, to answer general questions about deed restrictions.*

*Self-audit requests – Mr. Brandel discussed the process for self-audits should Melrose homeowners feel that funds are not being used appropriately or the board is not operating the HOA appropriately. Cost for the self-audit was also outlined.*

#### **6. Open Forum (Q&A Session)**

*Yearly dues – one homeowner questioned PMI's bank in Illinois rather than local. Jackson addressed the question and noted that PMI is a regional company with a regional bank.*

*Discussion of Fairfield County property value increases for tax purposes.*

#### **7. Adjournment**

*Meeting adjourned at 7:38PM.*