

# MEETING MINUTES

Melrose Board of Trustees Meeting  
12.18.24 630pm - Pickerington Public Library



- **Call to Order:**
  - Jackson Brandel
  - Tony Black (pre-absent)
  - Nicholas Adams (pre-absent)
  - Beth Allen
  - Jarod Pickett
  - Stacey Menefee – PMI Scioto Metro
  - Coltin Rohn - Homeowner
  - Mark Hall – Homeowner

*Meeting called to order at 6:38PM. All the above were in attendance (excluding pre-absent), except for homeowner Mark Hall.*

- **Financial Review as of 11.30.24 (principle) vs. (delinquency)**
  - Gain-Loss Transactions Report
  - Accounts Receivable **\$6,438.54** (principle) vs. **\$10,976.86** (delinquency)
  - Aging Summary
    - Collected **\$3,349.84** from 5 properties over the month of November
      - **6** properties totaling **\$4,005.00** have been sent to collections
      - **3** properties have settled payment plans for **\$1,029.25**
      - **1** property totaling **\$925.00** is in bankruptcy
- **New Business**
  - Corporate Transparency Act of 2019 per H.R. 2513

*CTA was filed by PMI Scioto Metro and ALL board members are in acceptance of requirements to be on file in 2025.*

- Melrose Resolutions 2025
  - Melrose Resolution **2025-1** (increase in annual dues)
  - Melrose Resolution **2025-2** (unpaid violation remedy)

*Resolutions were accepted and signed by board members in attendance..*

- 2025 Annual budget review and approval

*DRAFT 3 was accepted & approved by board members. This budget includes the 2025 annual income of \$79,600 based upon Melrose Resolution 2025-1.*

- Capital improvements:
  - New ground lights at Refugee\Melrose (\$13,624 variable)
  - Common Area Pond spice seeding (\$4,031.25)
  - Aqua Doc predator stocking (\$1,174.25)

- Little Library @ Common Area pond (\$650)
- Violet Elementary walkway flowerbeds

*Capital improvement projects were added into the 2025 annual budget.*

- EMI September invoice

*The September invoice from EMI was received for \$2363.53. This included four (4) mowings & a fall fertilizer. Jackson sent an email to Matt Leiner (EMI representative that oversees Melrose) to address concerns about the invoice; this included the drought during September & EMI being seen on site but not mowing. Awaiting response.*

- Uniform Deed Restrictions & Covenants (Jarod)

*Jarod has finalized the uniform deed restrictions & PMI Scioto will work with them to produce a brochure for homeowners to use regarding DRs.*

- Violation remedy date amendments\continuing fees

*Jesse Kanitz is working on putting together a collection policy that allows Melrose HOA to move forward on violations that have not been paid. This includes a lien & possible foreclosure on a property.*

- Melrose Holiday décor & lighting contest

*Thank you to the Melrose Board for putting up the holiday décor at the three (3) entryways to Melrose & Inverness at Melrose. Jackson will purchase amazon gift cards & will be part of the judging process on 12.20.24*

- **Adjournment**

*Meeting adjourned at 7:38pm.*