

MEETING MINUTES

Melrose Board of Trustees Meeting
4.23.25 630pm - Pickerington Public Library



- **Call to Order:**

Call to order at 6:38PM.

- Jackson Brandel
- Tony Black
- Nicholas Adams
- Beth Allen
- Jarod Pickett

All present.

- **Approval of Meeting Minutes from 3.26.25**

Anonymously approved via email on 3.27.25

- **Financial Review as of 3.31.25 (principle) vs. (delinquency)**

- Gain-Loss Transactions Report
- Accounts Receivable **\$47,238.28** (principle) vs. **\$25,479.31** (delinquency)

Significant delinquency due to outstanding homeowner yearly dues.

- Aging Summary
 - Collected **\$975.00** from 4 properties over the month of March
 - **8** properties totaling **\$5,670.00** have been sent to collections
 - **2** properties have settled payment plans for **\$2,385.00**
 - **1** property totaling **\$675.00** is in bankruptcy
 - **1** property totaling **\$1,380.00** is in foreclosure

- **New Business**

- Melrose Annual Dues
 - **75** properties remain unpaid as of 3.31.25 (**\$15,000.00**)

Multiple homeowners have reached out to PMI regarding waiver of late fees.

- Melrose HOA Collections
 - Williams & Strohm (**8** properties totaling **\$3,405.00**)
 - Schwartz-Vays (**6** properties totaling **\$5,145.00**)

- Violations
 - Currently 12 violations

If violations are missed by PMI/Stacey, board members can send an email with details on the violation, along with a supporting photo, and PMI will note the violation and send the homeowner a letter.

Yardmaster has mowed twice, edged beds and plans to mulch in the coming weeks. On their first mow, Yardmaster missed common areas but corrected this on the 2nd mow.

- **Community Handbook**

Initial handbook has been completed by PMI and upon first review, could use some edits. As a board, we have decided to make the edits with a goal of preparing the document for availability to homeowners around the time of the yearly HOA meeting.

PMI outlined that they have approximately 2 hours in preparing the document so far.

- **LDF Lighting**

LDF has been paid in full for lighting improvements by PMI. Installation is scheduled for mid-May based on conversations with PMI.

- **Melrose common area pond**

Josh with Aqua Doc has been maintaining the small pond by the SR256 entrance, treating the pond and servicing the fountain. Tony: Pond water clarity looks great.

- **Violet Elementary walkway**
- **Mailbox Improvement Week (5.19 thru 5.23)**

Mailbox paint (appropriate color) is still available through Jackson.

- **PMI Portal (board members)**

Board member review/comments on new ACC Requests is encouraged.

- **Adjournment**

Meeting adjourned at 7:45PM.