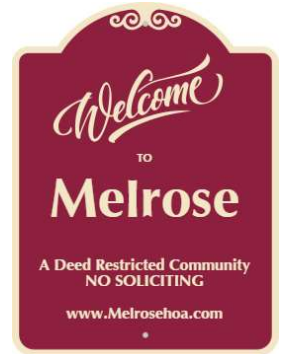


MEETING MINUTES

Melrose Board of Trustees Meeting Emergency Hearing
4-26-2023 6:30 pm - Pickerington Public Library



1. Call to Order: 6:35PM

- *Jackson Brandel – President*
 - *Deanna Roth – Vice President & Secretary*
 - *Keith Raub – Treasurer*
 - *Tony Black*
 - *Adrian Birchler - PMI Scioto Metro*
 - *Kevin O’Conner -homeowner 751 McLeod Parc*
 - *Rockson Acheampong -homeowner 816 Scott Ct.*
- **Approval for minutes 3/22/2023**
Jackson motions to approve, Keith seconds, motion passes.

2. Financial Review 4-1-2023

- Operating Account- \$83725.18 (principle)
 - Balance Sheet
 - Profit vs. Loss
 - Accounts Receivable-\$22245.18
- Adrian explains there was a user error with the software and \$50 late fees were charged early. Error has been remedied.

3. New Business:

- The electric bill for holiday lights was high. We will need timers for next season.
- Our fountain was installed on April 20, 2023, and is currently running 18 hours a day. The lighting is on from 6:00-7:00 AM and 7:00PM-12:00 AM.
- We explained to the homeowners in attendance how the collection process works when homeowners are past due for yearly dues.
- E&S is scheduled on May 1, 2023, to complete punch out list from first phase of pond work. This work will be done before the second phase begins.
- Affidavit regarding unapproved fence will be drawn up by the Attorney and once signed will be recorded at the Fairfield County Recorder’s office.
- Yard cabinet discussion has been tabled.
- The garage sale has been scheduled for June 2 & 3, 2023. Dee will take responsibility for getting the word out.
- Mailbox improvement week is May 21-May 27, 2023. We plan to offer paint to our homeowners to paint their mailboxes. Tony will check into getting the paint donated.

- 58 properties are past due. It was decided by the board that no grace period for late fees will be given after the March 31st deadline for payment.
- A formal collections policy was also agreed upon.
Any home that is both 90 days past due and has a balance of \$250 or more will receive one courtesy letter reminding them to pay their balance within 30 days or their account will be submitted to a collection agency.

4. **Old News:**

- Bylaw vote 120 yes 18 No

5. **Motion to Adjourn: 7:51**

6. **Next meeting May 24, 2023**