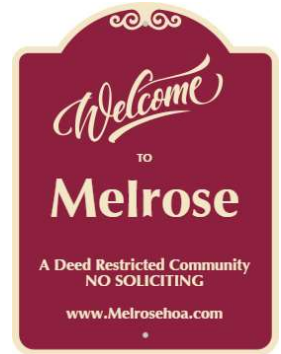


MEETING MINUTES

Melrose Board of Trustees Meeting

11/20/2023 6:30 pm - Pickerington Public Library



1. Call to Order: 6:40PM

- *Jackson Brandel – President*
 - *Deanna Roth –Secretary*
 - *Keith Raub – Treasurer*
 - *Tony Black-Vice President*
 - *Kevin O’Connor*
 - *Adrian Birchler -PMI Scioto Metro*
 - *Stacey Menefee-PMI Scioto Metro*
 - *Eleanor Buggie - Homeowner*
-
- **Approval of minutes 10/24/23 meeting unanimously approved.**

2. Financial Review 10/31/2023

- Operating Account- \$33,897.24(principle)
- Balance Sheet
- Profit vs. Loss
- Accounts Receivable-\$13,690.02

3. New Business:

- During October, we have collected \$568.70 from 6 properties. 12 properties totaling \$10,685.18 have been sent to collections. 5 properties have entered into payment plans totaling \$1135.80. 1 property totaling \$775 is in bankruptcy.
- Jackson motions to approve the Melrose 2024 budget, Keith seconds and the motion passes unanimously.
- A money market reserve account will be opened at the end of December. This account will require 10% of our budget to be held.
- An error by PMI was made regarding the American Family Insurance policy. This policy is to be paid on a yearly basis; However, PMI incorrectly set up as a monthly bill. Adrain will correct this issue and PMI will pay any cost incurred to correct this issue.
- Going forward, Axela will reach out before making any payment plans with past due homeowners that exceeds a 6-month payoff term.
- Pond completion is still an issue. Tony has reached out to E&S and received an email today (11/20/23) stating that the project has been completed and E&S is requesting the final payment. Tony and Keving state that David from E&S verbally agreed to complete punchout list, however this work has not been completed. Tony will walk the pond on 11/21/23, take pics of incomplete work and send to board members to see what has yet to be completed.

- The “Welcome to Melrose” sign will be installed on Brookside by Tony. The location has been marked and OUPS has been out to locate any underground wiring. The city of Pickerington will come and relocate the “We love our kids” sign at a future date and remove the signpost that is left.
- The homeowner in attendance shows a possible solution to leaning mailboxes. This is a metal frame that is driven into the ground where a mailbox can be inserted and made upright, this is helpful to homeowners that posts have rotted at the base.
- Tony and Keith or Keith alone will install holiday decor at both 256 and Refugee entrances.
- The installation of fiber optic lines outside our entrance is ongoing. The original company hired by the county had to be replaced. Our electric lines have been damaged during this process. Adrian will reach out to the county to check on a repair.
- A complaint by a homeowner on Milford Dr. was received regarding the path to Violet Elementary school. The homeowner states that EMI is not clearing leaves in a satisfactory manner. Jackson will call Jeff and ask them to do better.
- 2024 capital improvements include:
 - Additional benches on concrete pads at common pond area.
 - New entryway landscaping.
 - Stone sign and pillars power washing.
 - Split rail fence repair
- 3 homes have reached the status to be sent to collections:
 - Dunvegan
 - Paisley
 - Inverness
 Motion to send to collections made by Keith, second by Jackson. Motion passes.
- ACC review for Dunvegan is approved.
- Screen on Dunmore Ct. is denied.
- Reflective address sign on Milford is approved, however the homeowner must complete an ACC request.

4. Old News:

- Bylaw vote 132 yes 19 no

5. Motion to Adjourn: 7:55

6. Next meeting January 24, 2024 6:30 pm