

4800 Spring Meadow

Midland, TX 79705

Thursday February 26, 2026

Minutes of HOA Board Meeting

The Meadowpark Homeowners Association Board Meeting was held in the clubhouse on February 26, 2026. Board Members Amy Innes, Manuel Lujan, Monte Duncan, and Linda Whitaker were present.

Amy Innes, called the meeting to order at 6:28 p.m.

Minutes of the January 29, 2026 Annual Meeting and January 29, 2026 Board Meeting have been approved.

The first order of business was regarding an increase in the salary paid to Claricia, our Business Manager. After a brief discussion, Monte made a motion to increase her salary by 10% beginning March 1st, which would change her salary from \$1,000 per month to \$1,100 per month. Manuel seconded and the motion was approved.

Financial Report:

Currently there is \$50,543.02 in the checking account and \$125,181.29 in the savings account. The outstanding balance of Accounts Receivable is \$22,199. Claricia indicated that those with outstanding dues for the last quarter would receive a second letter if they have not paid by the end of March. Chip McCarver sent Amy emails with links to several links to the State of Texas Property Code regarding charging interest on overdue invoices. Amy said she would rely on our attorney regarding the matter.

Clarcia reported that the HOA spent \$15,997.96 in January and \$14,628.84 in February.

Clarcia also reported the following:

- (a) the 2025 income tax for the association is a little over \$4,000.
- (b) the mineral interest income has dropped dramatically. Amy will contact someone with Conoco-Phillips to see why it has dropped so much.
- (c) she sent a letter to the homeowners at 410 Spring Meadow Court about trimming their tree and that the homeowner did get the tree trimmed.
- (d) QuickBooks is charging the HOA a percentage fee (maybe 3.5%) if a homeowner pays their invoiced dues using a credit card. There was discussion about how the association can recoup the charged fee from the homeowners who pay using this method. Claricia will visit with Intuit who owns QuickBooks about the charges, and we will ask our attorney for his advice about what can be done. We will visit next month about what we want to do about the situation.

(e) Claricia is going to update Amy each month with a profit and loss statement so it can be included with the minutes sent to Steven for the HOA website.

Amy reported that the HOA legally needs to have a Management Certificate on file with the County that provides essential contact and administrative information about the association. Claricia said she completed the certificate, Amy has signed it and it will be recorded in the County Clerk's office.

There was discussion about getting a credit card from the bank in the HOA's name rather than a debit card in someone's name like we are doing now so when the board members change we won't have to get a new debit card in another board member's name. Amy will visit with someone from the bank about this when goes to set up the IRA and transfer \$100,000 from the savings account into money market account.

With no other discussion, a motion was made by Linda and seconded by Manuel to approve the financial report. The motion passed.

Members: We still need to recruit two new board members. Ashley, Gerald, and Erika were approached again about serving but they have not agreed to serve at this time.

Lots: The A Street lot is for sale again. Manuel called and texted the realtor and owner but has not received a call or text back. He said he has also not talked to the owner of the Meadowpark lot.

Grounds:

Monte reported:

(a) the dead trees have been removed, 18 pine trees have been trimmed, hanging limbs over roofs have been removed and 10 trees in 4805 cluster have been trimmed. He said that the yearly budget for trees has nearly been spent, but Monte said he doesn't expect any other major tree work this year.

(b) the French drain system in the 4713 Spring Meadow Lane cluster was finished but because of the slope and length that the water must travel to the parking lot, a sump pump would need to be installed. The pump, conduit and labor will cost \$2,900. Monte made a motion to have the sump pump and conduit purchased and put in at a cost of \$2,900. Manuel seconded and it was approved.

(c) the damaged picnic tables around the playground have been removed. The new tables have been purchased and will be installed this Spring. The volleyball net will be installed this weekend.

(d) there is a leak in the south well that will cost about \$1,000 to fix.

(e) All repairs on the pump room, the clubhouse roof and the South wellhouse have been completed and the new door to the pump room will be installed when it arrives.

(f) MDK has done first fertilizer and weed killer treatments on HOA property. There will be 4 more treatments. Each treatment is \$3,600.

(g) the cost to repair the uneven sidewalk on the south side of the courts will be \$1160-\$1,360. The project includes 60, 80 lb. bags of cement, \$800-\$1,000 for Devin to cut out bad sidewalk in front of black bench and repair and smooth the sidewalk to make it all level. Monte made a motion to approve the cost of the project and Manuel seconded. The motion passed.

(h) City has repaired cracks in streets and alleys.

Architectural Committee: Manuel reported that Bobby Garcia wants to build a big porch onto the front of his house at 206 Skywood Circle.

New Business:

There was discussion about what projects to try and complete in 2026.

(a) Kitchen Renovation (\$3,760.52) – This would include demo of existing countertop, sink and knobs, install new countertop and backsplash, install and connect new drop-in sink, remove, clean, and reinstall existing hinges, refinish existing cabinets and install new cabinet knobs. The board decided not to do the project at this time.

(b) Landscape medians and fence repair on Meadowpark Drive – Monte suggested putting crushed granite along fence and cap sprinklers and put drip around trees to help with water damage to fence (Gerald Tolifson looked at the fence and said he did not think the fence needed replacing). Monte also suggested putting granite in beds on other side of Meadowpark Drive where bushes were removed. Monte made a motion to cap sprinklers along fence and medians on both sides and put drip for trees up to cost no more than \$2,000. Manuel seconded the motion and it was approved. We will visit with Lan Powers about the cost of landscaping with granite and vote next month,

(c) Repair of Parking Lots and Streets in Boros: After discussion, it was decided to talk to the paving company regarding their bid and vote next month.

There being no other business, a motion was made by Linda and seconded by Manuel to adjourn the meeting. The motion was approved and the meeting was adjourned at 8:35 pm.

The next board meeting will be on Thursday, March 26, 2026, at 6:30 pm.