

Mainstreet Community Services Association, Inc. (MCSA)

Board of Directors Meeting  
February 21, 2023

**Present:** President Patrice Diamond; Vice President-Sharon Dickey; Secretary-Darryl Irvin; Treasurer-Janice Middleton; Community Association Manager Nadine Rivers-Johnson; Office Associate Velvet Loyol; and homeowners/residents via Zoom.

**Called to Order** - Meeting convened at 7:30pm by President Diamond with all members of the board present with the exception of Member-At-Large, Willie Lebeau.

**Minutes** – A motion to waive the reading of the Minutes was made by Vice President Dickey, seconded by Treasurer Middleton, and passed unanimously.

**Financials** – A motion to waive reading of the Financials and to approve them was made Vice President Dickey, seconded by Secretary Middleton, and passed unanimously.

**Reports**

- **President's Report** was made by President Diamond discussing:
  - Condolences and prayers go out to former Board of Directors member Frankie Bryson who lost a close family member.
  - Black History month acknowledgements
  - Posting of association Financials on NextDoor
  - Budget for ARB and the Community Garden
- **Management Report** was made by Community Association Manager Rivers-Johnson discussing:
  - Delinquencies, homeowner payment plans and electronic payments.
  - Vantaca database system and onsite payments at administrative office
  - Updates on capital improvement projects in association

**Old Business**

- **Vantaca: Accounts Reconciliations Ongoing** – Accounts that had balances incorrectly ported over from VMS to Vantaca are being reconciled. Project should be completed by the end of April or May.

**New Business**

- **Clubhouse/Pavilion Rentals – New Rate/No Deposit**
  - The clubhouse rental rates will move forward to a flat-rate system to alleviate two-step processing for deposit requirement/refund, as well as to streamline the system in Vantaca.
  - Excess cleaning fee or damages fees would be billed directly to homeowner account and become due/payable immediately within 30 days of such incident.
  - New Clubhouse rental rate is \$500, no deposit required/Pavilion rental rate is \$175, no deposit.
  - A motion to approve the new clubhouse/pavilion rental rates was made by Secretary Irvin, seconded by Vice President Dickey, and passed unanimously.
  - New rates will go into effect March 1, 2023.
- **Assessments Payment Scanner Machine** – CMA has ordered a scanner machine to be provided by CIT that will directly scan payments into the bank lockbox system from the onsite office. This process will alleviate the need to mail payments to Phoenix, AZ and process payments quicker. Payments would post to the homeowner account within 1-2 business days.

- **Covid Test Kits at Mainstreet Clubhouse** – DeKalb County Board of Health is providing 500 covid test kits to Mainstreet Community for free distribution to homeowners and the surrounding area. Mainstreet will be listed on their website as a distribution center for free covid test kits.

A motion to adjourn was made by Vice President Dickey, seconded by Treasurer Middleton, and passed unanimously. The meeting adjourned at 8:09pm.

The next Board meeting will be scheduled, with notification going out via email to homeowners within five days of said meeting. A reminder eblast, along with the meeting ID/passcode, Agenda, Minutes, and Financials, will be sent electronically to homeowners prior to the meeting. Community Association Manager Rivers-Johnson reminded homeowners of the importance of keeping their contact information up to date at all times. As always, hard copies of approved Minutes and Financials are available for pick up at the clubhouse administrative office during normal business hours.

Minutes submitted by Secretary Darryl Irvin  
Transcription by CAM Rivers-Johnson  
Mainstreet Community Services Association, Inc.