

Mainstreet Community Services Association, Inc. (MCSA)

Board of Directors Meeting
Annual Members Meeting
December 7, 2023

Present: President Patrice Diamond; Vice President Sharon Dickey; Secretary Darryl Irvin; Treasurer Janice Middleton; Member-At-Large Willie Lebeau (by Proxy only); Community Association Manager Nadine Rivers-Johnson; Office Associate Velvet Loyal; and homeowners/residents in person and online.

Called to Order - Meeting convened at 7:40pm by President Diamond with all members of the board present in person and one by proxy.

Verification of Quorum – A call was made by President Diamond for verification of quorum to enable the Annual Members meeting to proceed. Elections Chair, Laryette Kyle, confirmed meeting quorum. (667 members in good standing; 67 needed for quorum; 158 valid members by proxy, in person, and online; 43 invalid proxies for nonmatching owner/authorized representative signatures; and 7 invalid proxies due to balances on acct).

President's Message - President Diamond gave her annual message to homeowners in person and online and thanked the current board members and the staff for their hard work.

- President Diamond warned against people causing dissention, creating chaos and disseminating misinformation.
- Reiterated that board meetings are required at least four times per year but are held at the discretion of the board according to what business of the association needs to be taken care of.
- Reminded those present and online about the importance of maintaining up-to-date contact information to stay abreast of community-sanctioned and sponsored concerns or events.

Presentation of 2023 Budget - Treasurer's Annual Report was reviewed by Treasurer Middleton and the 2023 Proposed Budget, as well as yearend management report, was presented by onsite Property Manager Rivers-Johnson.

- Major components call for increasing monthly contributions of funds to Reserves and transferring additional excess funds from the operating account.
- Capital Improvement Projects will include common area landscaping, replacement of playground equipment, restriping the Clubhouse parking lot, and fencing along Mainstreet Park Drive.
- Another Special Assessment Meeting will be called during the first quarter of 2024 for the purpose of resurfacing Village Mainstreet in Parkside Townhomes. Requests for bids on the project will be sent out in late January or early February 2024 for vendors.
- A motion to approve the 2024 Budget was made by Vice President Dickey, seconded by Treasurer Middleton and passed unanimously. The final budget will be uploaded to the association website.

Nominations for Board of Directors – President Diamond called for a motion to vacate current offices, which was made by Treasurer Middleton, seconded by Vice President Dickey, and passed unanimously. With ballots tallied by Elections Chair L Kyle, verified by Volunteer Homeowner Bannerman and Property Manager Rivers-Johnson, the results were announced as follows: Darryl Irvin (Incumbent) received 144 votes; Janice Middleton (Incumbent) received 126 votes; Patricia Robinson received 31 votes; Leroy Sims received 35 votes; and Barbara Perry-Woods received 134 votes. Darryl Irvin, Janice Middleton, and Barbara Perry-Woods were elected to two-year terms as directors. The board adjourned to select officers when a motion was made by Director Diamond, seconded by Director Irvin and passed unanimously.

Question & Answer Session – During the Q&A session, Community Association Manager Rivers-Johnson fielded questions from homeowners to include:

- Further explanation of budget process and how to interpret information on it and monthly Financials provided to homeowners.
- The Community Design Standards were discussed in detail, in particular the fining process for painting houses noncompliant colors with or without ARB preapproval. One homeowner was upset about the current fine on their property due to not adhering to the design standards and colors outlined in our governing documents (muted pastels and rustic colors). Property Manager Rivers-Johnson provided feedback on the association’s policies and reasons for enforcing the fining process. Homeowners who fail to change colors to compliant ones allowed in the governing documents will be fined annually on the anniversary of the original fine date. In order to amend the documents requires either an amendment to the covenants by 2/3 majority of owners entitled to vote or further resolution by the Board of Directors.
- The first board meeting for 2024 will occur in February, as the Bylaws require at least four board meetings per year. Homeowners will receive email notifications of upcoming board meetings approximately 4-5 days prior to each scheduled meeting and a final reminder on the day of the meeting.
- Homeowners were once again reminded of the importance of keeping their contact information current in the database system at all times. If emails, phone numbers, or offsite addresses change, homeowners are required by our governing documents to notify the office and update contact information in the system.

Election Announcement of Board of Directors – At 8:30pm, the 2024 Board of Directors returned from adjournment. Director Diamond made a motion to reconvene, seconded by Director Dickey and passed unanimously. Patrice Diamond was named President, followed by announcement of the following board officer elections: Vice President, Sharon Dickey; Secretary, Darryl Irvin; Treasurer, Janice Middleton; and Member-At-Large, Barbara Perry-Woods.

President Diamond thanked board members for once again electing her President and renewed her pledge to the community to uphold the covenants and bylaws, as well as to keep lines of communication open.

Adjournment – A motion was made by Treasurer Middleton, seconded by Secretary Irvin, and passed unanimously by the board to adjourn the meeting at 8:40pm.

The next Board meeting is scheduled for Tuesday, February 20, 2024, at 7:30pm via Zoom. Meeting ID and passcode information will be sent electronically to homeowners prior to the meeting. The Association “went green” over a decade ago, so all community correspondence goes out through email of CallingPost. As always, hard copies of important documents are available for pick up at the clubhouse administrative office during normal business hours.

Minutes submitted by Secretary Darryl Irvin
Mainstreet Community Services Association, Inc.