

Mainstreet Community Services Association, Inc. (MCSA)

Board of Directors Meeting
Annual Members Meeting
December 5, 2024

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

Called to Order - Meeting convened at 7:30pm 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, Larryette Kyle, confirmed meeting quorum. (705 members in good standing; 71 needed for quorum; 100 total proxies total; 94 valid members by proxy, in person, and online; 6 invalid proxies for either nonmatching owner/authorized representative signatures and/or due to balances on acct). A total of 10 members attended in person, with 11 owners attending virtually online.

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 acknowledged the loss of a close family member of Treasurer Janice Middleton and offered words of sympathy from the board, staff, and on behalf of the community.
- The president's message also encouraged those in attendance to avail themselves of the many amenities and services offered at the clubhouse and administrative office.
- 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 and 2025 Proposed Budget was presented by Property Manager Rivers-Johnson in the absence of Treasurer Middleton, as well as the yearend management report.

- A budget analysis followed with comparison of income and expenses over the past year.
- Capital Improvement Projects were reviewed including the common area landscaping project, plans for major pruning of Bradford Pears along Mainstreet Park Drive, and plans to restripe the Clubhouse parking lot in 2025 were discussed.
- Bridge at playground area that was damaged by falling trees during the Hurricane Helene storm in September of 2024 was discussed, and Georgia Stormwater Services was selected as the vendor for the project. Contract, deposit payment, and commencement of work will begin during the first quarter of 2025 to allow for fabrication and materials to begin. An insurance claim was filed with the association's provider and payout (minus policy deductible) will cover approximately 60% of the work to be done.
- Another Special Assessment Meeting will be called during the first quarter of 2025 due to delays in receiving professional bids from vendors. Delays have been a direct result from Hurricane Helene causing shortages and increases in cost of materials. Village Mainstreet in Parkside Townhomes. Requests for bids on the project will be reviewed by the board out in late February or early March 2025 for selection of a vendor and set up of Special Assessment Meeting notifications to owners.

- Reserve study analysis and audit review information was presented. Overall recommendation is for an increase in increase of \$5/month in assessments for 2026.
- A motion to approve the 2025 Budget was made by Vice President Dickey, seconded by Secretary Irvin 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 Secretary Irvin, seconded by Member-At-Large Woods, and passed unanimously. With ballots tallied by Elections Chair L Kyle, verified by Office Associate Velvet Loyal and Property Manager Rivers-Johnson, and with two open positions and two candidates, the results were 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.