

Mainstreet Community Services Association, Inc. (MCSA)

Board of Directors Meeting
Annual Members Meeting
December 1, 2022

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

Called to Order - Meeting convened at 7:35pm by President Diamond with all members of the board present in person.

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 (726 members in good standing; 73 needed for quorum; 88 members by proxy, in person, and online).

President's Message - President Diamond gave her annual message to homeowners in person and online by thanking current board members and the staff for their hard work. Homeowners who purchased their homes during 2022 were also welcomed to the community.

- During her annual message, President Diamond announced that Maintenance Technician Charlie McCain would be retiring from the staff after over 12 years of service effective 12/31/22. His position will be filled as a grounds technician during the first quarter of 2023.
- She also reminded homeowners that assessments would increase to \$70/month effective 1/1/23 as voted on by the board at the 12/2/21 Annual Members Meeting. A reminder has been added to the agenda of each board meeting held in 2022, to give homeowners a chance to incorporate this increase into their budgets. Coupon booklets for 2023 will reflect this increase in assessments. President Diamond reminded homeowners that use bill pay to contact their banking institutions to increase the payment appropriately. Auto-debit payments made through CMA will automatically reflect the change. Those paying by check or money order each month should be sure to reflect the new payment as well.
- Additional assessments will be used for capital improvements, such as replacement of such iconic parts of the common area as the front entrance clock tower – one of only a few still operational in the southeast region of the country.

Presentation of 2023 Budget - A Treasurer's Annual Report was reviewed by Treasurer Middleton and the 2023 Proposed Budget was presented by Property Manager Rivers-Johnson. Major components call for replenishment of funds to Reserves, as well as additional capital improvement projects due to deferred maintenance of aging components of the property. Replacements for 2022 included the roof to the clubhouse and gutters, resurfacing of the East (lap) Pool, repaving of the entrance walkway to the clubhouse and steps leading from the sidewalk to the front door. Tree pruning and dead tree removal occurred around the pool areas, as well as pine straw to the common areas along both sides of Mainstreet Park Drive, turnarounds, and the back entrance. Irrigation systems at entrances and clubhouse received new controller boards, sprinkler heads, and Bluetooth-enabled water scheduling software. Other landscaping grounds improvement projects were also completed during the 2022 year, and the 2023 budget calls for increased flower bed treatments, pruning of the front entrance Bradford Pears, and other projects that increase the curb-appeal of the community as a whole. Additional budget funds were also allocated for installation of the new clock tower structure, playground area repairs, as well as legal and collections fees under the Georgia Assessment Recovery Program. A motion to approve the 2023 Budget was made by Secretary Irvin, seconded by Treasurer Middleton and passed unanimously.

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. This year, only two homeowners returned Petitions for Candidacy and successfully qualified to run for the 2023 Board of Directors. The Georgia Nonprofit Code allows for vote by acclamation when there is an uncontested election and where you have the same number of candidates running for election as there are open seats available on the board. A motion was made by Director Irvin, seconded by Director Lebeau to vote by affirmation and passed unanimously. A vote was taken of members available in person, by proxy, and online with a majority voting in the affirmative to accept the vote by acclamation. Patrice Diamond and Sharon Dickey were re-elected to two-year terms as directors. The board adjourned to select officers when a motion was made by Director Irvin, seconded by Director Dickey and passed unanimously.

Question & Answer Session – During the Q&A session, Community Association Manager Rivers-Johnson fielded questions on how the quorum was achieved and the need for an increase in assessments to meet the demands of increased costs of operation. Additional questions were answered on the timing for replacing the clock tower, increased home sales/values, rental increases in the community, and condition of roads in the association. Reading of Financials, provided at each board meeting, were reviewed as well. Property Manager Rivers-Johnson reminded homeowners present that copies are available to homeowners who request them either through email or by picking up a hard copy at the clubhouse administrative office during normal business hours after they are approved by the board. Approved Minutes are posted to the website after each board meeting as well.

The first board meeting for 2023 will occur in February, as the Bylaws require at least four board meetings per year. Homeowners will receive email reminders prior to each scheduled meeting and were once again reminded to keep 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 for updates to the system.

Election Announcement of Board of Directors – At 8:10pm, the board 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, Willie Lebeau for the 2023 Board of Directors.

President Diamond took the time to thank board members for once again electing her President and renewed her pledge for transparency of board duties as outlined in the covenants and bylaws, as well as and communication to those in attendance.

Adjournment – A motion was made by Treasurer Middleton, seconded by Vice President Dickey, and passed unanimously by the board to adjourn the meeting at 8:16pm.

The next Board meeting is scheduled for Tuesday, February 21, 2023, 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 and by posting on the association website. As always, hard copies of important documents are available for pick up at the clubhouse administrative office during normal business hours.

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Action Taken Outside of Board Meeting
November 3, 2022

President Patrice Diamond; Vice President-Sharon Dickey; Secretary-Darryl Irvin; Treasurer-Janice Middleton.

Call for Motion via Email Request – President Diamond called for a motion to adopt increased standards proposed for noncompliant homeowners as it pertains to modifications and colors of their homes within Mainstreet Community as follows

- Pursuant to the Amended and Restated Bylaws of Mainstreet Community Services Association, Inc, dated January 16, 2020, Section 3(c)(1)(e) and (5).
- Homeowners who paint their property a noncompliant color and without prior approved permission of the Architectural Review Board are subject to a \$1,500 fine renewed annually on the date said fine is imposed until such property is changed to a compliant color according to the Community Design Standards (muted pastels and rustic colors).
- Homeowner's voting rights shall be revoked until such compliance is 'cured' and property is changed to a compliant color according to the Community Design Standards.

Vote – A written motion was submitted via email by Secretary Irvin and seconded via email response by Vice President Dickey. The motion passed by majority approval written email response vote of all members, with no response from Member-At-Large Lebeau.

Submitted and made a part of the Minutes
by Secretary Darryl Irvin
Transcription by CAM Rivers-Johnson
Mainstreet Community Services Association, Inc.