



**Marlowe Manor Property Owner's Association
Board Meeting Minutes
Thursday, December 7, 2017, 6:30pm – 8:00pm**

Attendees: Stephanie Tackett, Steve Gimbert, Keith Jones, & Chris Gimbert

Not in Attendance: Greg Jones

Next meeting: Thursday, January 11, 2018: 7pm – 8:30pm

Meeting Notes:

No minutes from November meeting for approval

Treasurer Report

- Balances
 - POA - \$19,081.35
 - \$1100 from owners catching up, including one of the top 20
 - Pool - \$7,563
 - PRAF - \$12,893
 - Does not include a closing last month and one anticipated this month
- Approximately 208 home owners current

Pool Report

- Pool VP unable to attend

Park Report

- Propose we bid out landscaping contract each year (see attached requirements)
 - Current annual rate of \$4,500
 - Motion to empower Park VP to negotiate contract yearly within budget without board approval: Steve
 - Second: Stephanie
 - Passed unanimously
- Proposal to have POA help upkeep the median areas in two circles
 - Board can encourage neighbors to help maintain, but cannot fund or coordinate work due to liability
 - Proposal to reach out to Keep Little Rock Beautiful for an adopt a street

Neighborhood Watch Committee Report – Chris Gimbert

- Reach out to Alan Jones to talk about a Block Captain program

Old Business

- Paypal
 - Set-up based on last month's meeting
 - 3% for anyone who want to use a credit card
 - Not advertised, but available

New business

- Flowers for Grover's funeral
 - Motion to approve Keith to spend up to \$70 for flowers: Steve



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- Second: Stephanie
- Passed unanimously
- Budget Requests
 - Resurfacing parking lot and lines with basketball goal and handicap parking spot and sign
 - One quote over \$20,000.... Not happening
 - \$10,475 to remove the bumpers and 1" in asphalt
 - \$2,650 to put bumpers back in and restripe and paint basketball goal and handicap spot
 - Propose \$14,000 budget
 - Rebuild entrance gate to pool
 - \$985 to \$1300 from bids
 - Propose \$1300 budget
 - Repair park equipment
 - Propose \$2000 budget
 - More pea gravel
 - Bid \$350 1st load and \$150 each additional load
 - Propose \$1000 budget
- Centennial Bank Managing POA Dues Management
 - \$299 per year (\$1 per household)
 - Handle any bank charge issues (NSF Fees, etc.)
 - Pay by Credit Card, Check, or Online
 - Remote processing for dues received live
 - 3 year price guarantee
 - Reach out to see if they handle payroll
 - Table for discussion and more discovery to revisit in February
- Neighborhood Watch Budget
 - Proposed \$250 budget
- Google Group Email
 - Research if we can open another account that can auto-forward to the rest of the addresses
- Annual Meeting
 - January 11th 7pm @ Terry if needed
- Kiddy Pool Gate Latch Install
 - Motion to fund \$75 from PRAF: Steve
 - Second: Stephanie
 - Passed unanimously

Motion to adjourn



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Action Items:	Person Responsible
Inquire with insurance company about need for barbed wire	Steve
Reach out to Alan Jones regarding Block Captain program	Chris
Research Google mail options	Keith
Schedule the POA Annual Meeting	Keith
Contract out the repair of the kiddy pool gate	Chris

Board of Directors:

- President: Stephanie Tackett
- Vice President of Pool: Greg Jones
- Vice President of Park: David Coyle
- Treasurer: Steve Gimbert
- Secretary: Keith Jones
- Neighborhood Watch Captain: Scott Copeland