

Marlowe Manor Property Owners' Association
Board Meeting Minutes
Tuesday, December 5th, 2023
Location: Zoom (Virtual)

Board Members in Attendance:

Mary Waldrup (President), Scott Smith (First Vice President), Chris Gimbert (Treasurer) and Justin Jones (Secretary)

Board Members not in Attendance: N/A

Others Attending: Vickers, iPhone (3), Bravos (Alexandria Duerksen), Adam Wierciak, Curtis Yubg, Literacy Action, Don, Zach Reed, Daniel Vickers, James

Next Meeting: January 11th or TBD

Call Meeting to order

- Mary Waldrup called the meeting to order around 7:05pm. Scott seconded.

Approval of November 14th Meeting Minutes

- Justin made a motion to approve the minutes from the November fourteenth meeting, Mary Seconded; all directors unanimously approved.
 - The board discussed the meeting minutes approving Chris Gimbert as Treasurer.

Discussion:

President's Report:

- Mary: The fall festival went really well. It was well attended. Everyone liked it. Thank you. All who are on this call for your help, whether you were there with your donations, your time or both. In some cases, or just an attendant. We really appreciate everyone showing up feel like a fun neighborhood to live in.
- We'll just keep the seasonal things going for residents to get together. And we do have an event planning committee that has been very helpful in pulling these off so any other events in the future.
- We "were" listed as statutorily dissolved as a corporation for the POA. But we have reinstated that corporation so that has been addressed and resolved.

Treasurer Report

- So November 2023, Marlow Manor has 3 different checking accounts. We have a POA checking account, Pool, and PRAF. So we're sitting at today just over \$11,000 in our 3 accounts, and really 4 accounts, because we have a paypal account as well.
- So that's much better than the very first public meeting we had where we had like \$3,000. So we've done a good job of collecting some money.
- I'm sure we all know the Marlow Manor entrance sign has been fixed and repaired. It looks great because it was repainted. But now the entrance sign as shoemate does not

look as good so I've reached out to Ace to give us an estimate on repainting the Shumate sign.

- The only action that we had in the pool was our monthly debt service. \$100 check to the Pool Company.
- Also sent off a check for \$840 to a different pool company for the winterizing with the pool cause we had to get that pool winterized. So we're sitting at about \$2,000 in the checking.
- PRAF, we're sitting at \$2,900. So you can see here I transferred \$2,400. That \$2,400 is whenever we collect a \$90 check from up here. \$20 of that \$90 supposed to go to PRAF And so this \$2,400 is to transfer from October and November. (Transferred \$2,400 to PRAF (Pool Renovation Fund)
- So we're sitting at \$31,720 that were still owed but when we had our first meeting it was at 45,000.
- 225 Homes current, 74 behind, 299 Total

Pool Report

- We thought we had a leak and we were worried it was between the bathrooms and the street, which means it would have been underground, which would mean we had to get a plumber to dig up, but looking at it today we're pretty confident that the leak is somewhere in the bathrooms which make us feel better cause that's an easier fix. We've had tons of leaks in the bathrooms but both of the RPZ valves have been removed. Both bathrooms have been completely winterized, and the pool's been completely winterised, so we are completely done with the pool until April.

Park Report

- Park report we had a couple of park clean up days. Even if you come down for 30 mins and helped a little bit here and there it does make a big difference. So thank you for everyone coming down!
- So upcoming expenses, we're gonna have to get some pea gravel underneath the swings, around the tetherball area, around the benches and whatnot. So that's just something we gotta look at in the spring flowers and shrubs in the spring.
- To make our entrant signs look better we're definitely gonna do something in the flower beds this year. We went through and removed a bunch of the dead stuff which made it look better. The frustrating part is that we were paying the landscape crew so much money, and we had 8 or 10 dead shrubs that weren't going to come back, and they (the landscaping company) just left them there. We will do something with our flower beds in the spring, even if we have to use some personal money or some neighborhood volunteer donations to go down. Just buy some that will look good all summer
- The baby gate is not going to meet Code around the baby pool. It has to be self latching. and our gate does not even reach all the way to the fence. So it's definitely not going to pass code. I think the only reason that it passed code this year is because the Baby Pool was opened around July after the inspection had already been done, and they never came back out. So we just kinda got away with it.
- Freshen up the bathrooms and identified some leaks, so we got a couple of upcoming expenses. Luckily, I think we won't have to hire out any of the stuff. I think we can do it

all with volunteer work. But we're still gonna have to go and buy some stuff to to make the pool and the flower beds look good.

Sectary's Report

- Just a reminder to periodically visit the website to get the latest information that's going on there.

Other Discussion:

- Mary: So what we're trying to do right now is identify a real estate attorney who can help us with reviewing the amendment just to make sure everything looks good, eyes dotted, t's crossed people. We have one identified. The only barrier right now is cost just because no attorney's free. So I'm working with the board internally to see what we can afford to pay. Obviously we want to be good stewards of our funds, but also protect ourselves.
 - I have questions on the verification process of the signatures.
 - I would assume it's one per household like, we can't count my signature and my husband's signature. It's just one of ours.
 - My other question for an attorney would be the ways we can accept the signature because I would assume in 2023, some sort of digital signature is acceptable.
- Question from Zoom: Is there an amendment to combine the POA dues and the pool memberships?
 - Yes, so that's still kind of what we're leaning to. I mean, it has to be financially.
- The Christmas event at the Park.
 - So right now we are looking at the weekend of December 16th or 17th. So I thought maybe the afternoon of the 17th would be better. And just as an idea of what we're thinking of planning is like a hot chocolate station, where we have marshmallows and candy canes and stuff like that. Maybe some hot cider and coffee, if it's available and then setting up a station where we had stuff at the fall festival. There's been discussions of a potential movie, which I think, Chris, that might have been your idea where we might project a movie.
- Holiday Decorations: I don't think we have holiday decorations for the entrances; not that I ever remember seeing. Mary: I got a quote on some holiday decorations. It's pretty expensive to have someone come out and do those professionally, plus, we're also really late in that at this point and I think I think we put our money towards other things for this year.
- Question: Is there a timeframe for the amendment vote? Mary: Not an official time frame. We're trying; our goal is to have it reviewed by an attorney and have it ready to go by the end of year. And then I think we hit the ground running in the New Year. We're gonna have to do a few different means of collecting signatures and yes votes, some of which will be door knocking. But I think one big way it's gonna be the January 11th meeting, cause that'll be people coming in person. They can sign right there. Another way we could do is mailing out ballots that they could either bring back to that meeting, or mail back to us.

- We have 225 homes, I think is what my spreadsheet showed a while ago. So we need about 100 1,213 homes to get a yes signature from.
- Question: Have we determined the final amount?
 - Mary: I think what we've landed on is 300 bucks.
 - Scott: We can show spreadsheet after spreadsheet the scenario where we've ran the numbers and \$300 is still cutting it close to truly what we need. When you look at all the deferred maintenance that we have over the next 3 and 4 years, or not even 3 or 4 years, over the next 2 years that we're gonna have to do and then looking forward 4 to 5 to 6 years, how much your life guard fees gonna be in 6 years, and how much is insurance gonna be in 6 years, and how much your chemicals gonna go up in 6 years. So \$300 in 2024, and then the amendment, we do have a clause that gives the board the ability to rate the dues annually up to 5%.
- Question: Here's another question in chat of whether we have a complete annual budget for the pool. Scott, what you put together, I believe, is everything.
 -

Marlowe Manor Utilities		Standalone Pool Expenses	
UBS	\$ 6,636	Lifeguards	\$ 25,000
Entergy	\$ 2,676	Chemicals	\$ 7,000
Insurance	\$ 9,496	Capex/Repair	\$ 15,000
Landscape	\$ 7,620	Open/Close	\$ 2,000
Internet	\$ 1,008	General upkeep	\$ 3,000
Total	\$ 27,436	Total	\$ 52,000
MIN COST >		\$ 79,436	

- 80k for the year.
- Mary: Nonresident memberships have always been critical to operating the pool. We feel like we're gonna need to really tap into that as well as this amendment process to help put us in a good place to open and and and make enough money, and we do have some ideas of how to do that, one being for lowering the price to be more competitive with other neighborhoods.
- Making targeted marketing efforts such as targeted Facebook ads to certain zip codes, potentially doing mailers depending on the price of those to try to draw in those memberships and really raise awareness of it. I don't have an analysis to back this up. But I just think there's a bit of a lack of awareness of what a great pool this is and that we [Marlow Manor] take non resident memberships. But we need that membership. And it's not a day pass. So you need to invest in this and I think doing that and the amendment can really get us in good place.

- Scott: So when Mary and I first saw these numbers around Labor Day I think that was both of our gut reactions is like, you know, we we have to do something to create more income for the neighborhood because as it stands right now we can't even pay just the POA insurance and landscape and all that.
- Combining the pool in the park is a precedent that's been set by many other neighborhoods in Little Rock, not just in general. But you know our next door neighbors in Hillsborough did the same thing. Sturbridge did the same thing down the street, which was also developed by the same company that developed Marlow Banner.
- That's the point of what me and Mary and Justin now, Chris, as the Board, I mean, that's our only responsibility is to protect the property values of all 299 homes. And so we know that combining the pool in the park is going to upset some people.
 - I'd rather have a few people upset with us for having to pay for something that they're never gonna use; which I totally understand that people don't care about the pool, and we don't, wanna make you feel like we're forcing you to do it, but on the other hand, if we don't do it, we're going to have 299 homes that are upset because we didn't do anything and now all 299 homes are gonna suffer.
 - Some sort of property value decline. If we have a shuttered pool is in disrepair, even if it's a 1% or 2% drop in property values, I mean on a 200,000 home; that's a lot more than 300 bucks a year. So that's where we're coming from with trying to combine is that we're trying to keep up with what the other neighborhoods have done. I mean, that's what that's what you have to do. If you want to keep your pool operational; its been proven by other neighborhoods, and that's been proven by Pleasant Forest, who shut their pool down.
 - Mary: Just to come at it from another angle, even if I'm not, even if people aren't so concerned that their property value is \$200,000 versus a \$195,000 when you're looking, if and when you're looking to sell a pool is an attraction. It's an aspect that's going to help actually move your property.
- Justin: January eleventh will be having an election of officers. It's required by our bylaws. So if you guys have time, we're gonna attempt to meet at the Terry library. We're going to attempt to try to get 11% of homeowners to re-elect everyone.
 - Unfortunately, throughout the years we haven't had enough homeowners show up to have a quorum. So if we don't get enough people, it just goes on to what we have been doing, which is, the board continues on in their current roles.

Meeting Adjourned at 8:05pm.