

**Merion Station Townhouse Association**  
[merionstation.org](http://merionstation.org)

**Special Meeting of Homeowners**

**March 1, 4-6pm**

**Minutes of Meeting**

**Board Members in Attendance:**

Lydia Woods, President  
Meredith Neubauer, Vice-President  
Nicole Williams, Member At-Large  
Evelyn Cooper, Member At-Large  
Warren Copeland, Member At-Large

**Homeowners in Attendance: (39)**

- I. Meeting called to order by Meredith Neubauer, HOA Vice-President
  - a. Explained the role of the Facilitator
  - b. Explained the format for the meeting
  - c. Provided Ground Rules
  
- II. Introduction of the Board – All Board Members in attendance introduced themselves and provided their location
  - a. Meredith Neubauer, Vice-President
  - b. Lydia Woods, President
  - c. Nicole Williams, Member At-Large
  - d. Evelyn Cooper, Member At-Large
  - e. Warren Copeland, Member At-Large
  
- III. Historical Perspective of Financial Activities – 2025 into 2026
  - a. Meredith Neubauer provided a brief overview of the financial activities (embezzlement) which led to the creation of this HOA Board
  
- IV. Current Financial Status of the HOA
  - a. Lydia Woods provided an overview of MSTA's current financial status
  
- V. Reserve Fund Requirements & Hardship Extension
  - a. Meredith Neubauer provided an overview of the Reserve Fund requirements, explained the FAQs on the website, and provided information about a hardship exemption available to HOAs.

- VI. Board Vacancies and Request to Add Additional At-Large Members
  - a. Lydia Woods explained the current vacant positions, future (May 2026) vacant positions, and the request to add additional member at-large positions.
- VII. Open Discussion on the above topics.
- VIII. Vote to allow a 2027 hardship extension to the Reserve Fund Requirements.
  - a. With a vote of **13 “No” to 9 “Yes,”** the majority of homeowners voted against a hardship extension for 2027. Payments to the Reserve Fund will continue.
- IX. Vote to add two additional Member at large Board Member positions
  - a. With a vote of **22 “Yes” to 0 “No,”** the majority of homeowners voted in favor of adding two additional Member at-large positions.
- X. Hiring/Transition to a Professional Management Company
  - a. Meredith Neubauer presented information on management company proposals, the Board’s recommendation of companies to interview further, and all the options available.
- XI. Open Discussion on management company transition
- XII. Vote on Transition to Management Company
  - a. The majority of homeowners voted **15 “Full management” to 4 “Do not support” to 3 “Hybrid approach” to 2 “Financial only,”** in favor of transitioning to a full management company.
  - b. The Board offered any homeowner who wishes to attend additional interviews with the top contenders of the management company the option to attend a virtual interview.
- XIII. Other issues Board Members wished to discuss
  - a. A short discussion ensued regarding trees, parking, and unpaid dues, presented by Lydia Woods. Additional details will be explored in depth at the annual homeowners’ meeting in May.
- XIV. Questions/Comments by Homeowners
- XV. Meeting Closure