

Briarwood Community Association
Board of Directors Meeting
April 15, 2024 7:00pm 4216 Catalina Dr.
*reschedule from April 8th due to schedule conflict

MINUTES

- I. Hensley called the meeting to order at 7:07 p.m.
- II. The March 2024 meeting minutes were reviewed and approved unanimously.
- III. Treasurer Report – the accountant remains in the process of auditing 2023 and will complete this work before providing a year-to-date summary. The updated financial reports are expected in the next 1-2 weeks, now that tax season is winding down.
- IV. Old Business
 - a. Bylaws review update – Koger and Hickam will meet before the May meeting to discuss and bring forward ideas and concerns to the Board.
 - b. Postal center threshold repair – one quote of \$695 has been received. A second quote pending. The Board will review the two quotes and make a determination about which contractor to use for the work.
 - c. Existing covenant violations noted/next steps – Hickam and Hensley will draft a letter to homeowners highlighting a couple common covenant violations of concern and inviting their feedback.
 - d. Homeowner lot drainage request – the Board will request that the homeowner to comply with city code.
 - e. Welcome letter for new residents – Wamelink is working on a letter to new homeowners and will edit existing draft to include quarterly dues deadlines and other suggested edits.
- V. New Business
 - a. 417 Pasadena - the Board reviewed and approved exterior paint colors and landscape plan.
- VI. Property Manager report – Hickam shared some restricted covenant violations she observes during her monthly inspections and recommends that the Board review and make a determination about approach and to vote on, document, and publish any variances from the original document. Hickam made the Board aware of the Corporate transparency act and possible requirement for Board members to register with finCEN – department of treasury - by December 31st or fines. There have been no recent sightings of coyotes in the neighborhood.
- VII. Other new business:

- a. The Board had some initial discussion regarding the need to address the front of fence beds to divide irises and remove old mulch build-up to reset the bed levels.
 - b. The Board discussed the promotion of the June 8 garage sale. Wamelink will update the Save the Date communications to post.
- VIII. Executive session
- IX. Next Meeting will take place on May 20, 2024 at 7:00 p.m. instead of May 13th due to personal conflicts. A change of meeting date will be posted.
- X. The meeting adjourned at – 8:15 p.m.

Respectfully submitted by Jennifer Wamelink, Board secretary.

Approved 5-20-24