

Briarwood Community Association
Board of Directors Meeting
July 8, 2024 7:00pm at 4224 Catalina Dr.

MINUTES

- I. Call to Order – Hensley called the meeting to order at 7:04 p.m.
- II. Minutes – the June 2024 minutes were reviewed and unanimously approved.
- III. Treasurer Report

A new quarter began July 1 and two properties are carrying forward a past due balance. Additional properties recently past due. Online payments are now established, \$6 fee to use per payment.

At this point in the fiscal year, we've spent roughly 39% of the budget.

Insurance expenses are higher than what was budgeted.

A bid from Turfmasters has been received to address the front of fence beds and improve the grass at the playground/park. Hensley plans to connect with Turfmasters to clarify the bid prior to the August meeting.
- IV. Old Business
 - a. Bylaws review update – Koger and Dunbar made edits to Exhibit C. For the group to have more time to review, the Board will have a working meeting on July 15 at 7:00 p.m. at the Hensley house to review and refine edits for a proposal.
 - b. 2025 Budget – Hensley reviewed potential changes to the Budget for the upcoming year. A 50th home will be contributing to Association Dues bringing the annual income to \$35,000. The insurance line is adjusted to reflect increased costs. To offset, the Board reduced the budgeted amount for maintenance. Hickam will research insurance quotes. Board unanimously approved proposed budget to take forward to the next step of homeowner review.
 - c. Front of fence maintenance – As discussed during the Treasurer report Hensley/Hickam are clarifying quote from Turfmasters.
- V. New Business
 - a. Neighbor request – a proposal has been received for a Holiday event in late November/December. Hensley will further review details with the neighbor.
 - b. Paint request – the board received a paint request from 4229 Briarwood Dr. which was unanimously approved.
 - c. Preparation of material for annual meeting – the Board discussed preparation of materials for the annual meeting which will take place on Sunday, September 8. The meeting will begin at 5:30 p.m., sandwiches at 5:00 p.m.

The Board will post budget the budget at the Postal Center and will mail proposed budget and notice of the meeting to the non-resident homeowners.

- d. Concrete repair – Hickam will reach out to Precision Concrete for a proposal.
 - e. New homeowners, 413 Vine – Hickam will mail out new Welcome letter, Rodgers will deliver cookies.
- VI. Property Manager report – Hickam reviewed results of recent neighborhood inspection. Hickam is working with owner of property under construction on fence options.
- VII. Next Meeting – the next meeting will take place on Aug 12, 2024 at 7pm.
- VIII. Adjourn – the Board adjourned at 8:50 p.m.

Respectfully submitted by Jennifer Wamelink, Board Secretary
Approved 8-12-24