

OFFICIAL MINUTES

Brookwood Homeowners Association, Inc.

Board Meeting | March 1, 2017 | 6:30 PM | Welcome Center Conference Room

Board Members

Bill Fitzgerald | Elaine Prisby | Terry Jones

Item:

CALL TO ORDER

Meeting called to order at 6:32 PM

ESTABLISH QUORUM

A quorum was established with all board members present.

PROOF OF NOTICE

Notification of meeting in compliance; signs placed at both entrances and posted online at least 48 hours in advance.

MINUTES

Elaine made a motion to approve the 10-03-16 board meeting minutes, seconded by Terry, passed 3-0

COMMITTEE REPORTS

Finance – Bill

- \$3500 unpaid assessments
- Intent to Foreclosure for 1 homeowner outstanding for 2016 and 2017 and file liens for the 4 owners outstanding for 2017 once their intent to lien certified letters expire. Same collection process as the past couple years.
- Surplus of \$5900 at the end of 2015 and deficit of \$4400 for 2016. (Partly due to Tree Maintenance and Irrigation)
- Must stick to the 2017 budget with any expenses this year so another deficit doesn't occur.

Property – Elaine

- JEA Irrigation issue with too much usage. (Nov-Dec 2016)
- Elaine, Matthew, and the landscaper met with JEA to review past usage. Elaine to monitor the daily usage each month.
- Terry moved to turn the meter off on Vestavia Drive, Bill second. Passed 3-0 Elaine to handle, just as easy to turn off meter as it is to turn back on.
- Street lights are city owned so please contact JEA with the street pole number and closest address when reporting outage.
- Flowers to be bought by Elaine and planted for the entrance.
- Ponds are in good shape and are at a high level which is always a positive.
- The existing Satellite dishes on homes in the neighborhood will remain in their current position. A new satellite dishes must be approved by the HOA's ARC committee.

Monthly CCR Reports – Terry

- After some research, Terry saw some discrepancies on the monthly CCR reports that are sent to the Board Members. BCM to review and update the process.

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- Street Trees - Terry**
- Homeowners have until April 15, 2017 to get their trees in thru the ARB Process before getting violation notices.

- Communication - Terry**
- Website and Blog are updated frequently.
 - Welcome committee has welcomed at least 6 new neighbors.

- Document Review -Bill**
- Rules and Regulations review is still in progress.
 - ARB manual is still in progress.
 - Fining review is still in progress, once complete an Attorney will review.

NEW BUSINESS

- Yard Sale**
- Date is pending due to hearing when all the other communities decide on doing theirs. Information will be posted once a date has been confirmed.

- Fencing**
- Homeowner discussed the review for Vinyl fencing. Board tabled this discussion to add vinyl fencing as approved fencing. Terry will post a blog on the website.

ADJOURNMENT Meeting adjourned at 8:15 PM