

OFFICIAL MINUTES

Brookwood Homeowners Association, Inc.

Board Meeting | October 3, 2016 | 7:00 PM | Welcome Center Conference Room

Board Members

Bill Fitzgerald | Elaine Prisby | Terry Jones

Item:

CALL TO ORDER

Meeting called to order at 7:00 PM

ESTABLISH QUORUM

A quorum was established with all board members present.

HOMEOWNERS PRESENT

6 homeowners were present at the meeting.

PROOF OF NOTICE

Notification of meeting in compliance; signs placed at both entrances and posted online.

COMMITTEE REPORTS

Finance

- On budget
- Bill made a motion to accept the 2017 budget as submitted, seconded by Terry, passed 3-0.

Document Review

- In process
- A clean copy of the changes to the HOA's Association Governing Documents will be sent to the property manager for their review and comments.

Landscape

- Elaine continues to walk the common grounds with the landscapers at least three times a year, R&D Landscaping and Irrigation, Inc.
- Elaine will be replacing the annuals soon.

Communication

- Web page transferred and is working well. Terry will post a bio for Matthew under the property management section of the webpage.

NEW BUSINESS

Crime

- Continue to be vigilant when inside the neighborhood; any suspicious activity, call the Sheriff's department. There were two cars stolen inside the neighborhood in August.

Welcome Committee

- Terry and the Sietsma family have established a welcome committee for all new owners and renters inside the HOA.

Annual Meeting

- The annual meeting is set for October 24, 2016 at 7pm at Crosswater Hall. All the same notices will be sent out in advance of the meeting that were sent in 2015. (Candidate Profile, Proxy, and Proof of Notice.)'

Street Trees

- Lengthy discussion, presented a bid from R&D to treat all street trees but 5 that are dead inside the neighborhood. Also, had two other landscapers consulted for ideas. Elaine would consult with the arborist at the County's Office. BCM will

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continue to write violations on any homeowner who needs to replace their street tree. Bill would like to see where the street trees are a requirement for the PUD. Management will get this to the board.

ADJOURNMENT

Meeting adjourned at 8:24 PM