

# MINUTES

Brookwood Homeowners Association, Inc.

**ANNUAL Meeting** | October 26, 2017 | 7:00 PM | CROSSWATER HALL

## Board Members

Bill Fitzgerald | Elaine Prisby | Terry Jones

### Item:

#### CALL TO ORDER

Meeting called to order at 7:00 PM by Elaine Prisby

#### ESTABLISH QUORUM

No quorum was established thus the board will remain the same for 2018 (Elaine Prisby, Bill Fitzgerald, Terry Jones.)

#### MANAGEMENT PRESENT

Matthew Ciupak and Blaine Anderson

#### PROOF OF NOTICE

Notification of meeting in compliance; 14 day notice out to Homeowners

#### INTRODUCTIONS

Elaine introduced the board members as well as Matt Ciupak to the homeowners

#### COMMUNITY UPDATE

Elaine discussed some of the accomplishments for 2017 but not limited to:

- Street tree program for homeowners
- Continued success with the welcome committee
- The monitoring of common area irrigation with JEA weekly which has led to cost savings in 2017
- Replacement of the entrance led light fixtures at Wayfare Lane
- Dead tree removal before and after Hurricane Irma in the preserve area
- All but one homeowner paying the association dues for 2017, outstanding homeowner will be current before the end of the year.

#### OPEN FORUM

- The following subjects were discussed but not limited to: ARB process and timing to complete an approved project, common area landscaping, 2018 budget with the dues remaining the same for 2018, election process, quorum process, adding a half-court basketball goal and an extra picnic table outside the fence playground, trees in the preserves throughout the HOA.
- The following two homeowners would like to assist the board: Courtney Edwards, Amy Miller.

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Item:

- The following three homeowners would like to canvas the neighborhood next year in hope to establish a quorum by collecting proxies: David Spain, Susan Niedenthal, Rich Schlafer.

**ADJOURNMENT**

Meeting adjourned at 8 PM