

DRAFT MINUTES

Brookwood Homeowners Association, Inc.

Special Meeting | June 18, 2018 | 7:00 PM | Crosswater Hall

Board Members

Bill Fitzgerald | Elaine Prisby | Terry Jones

As this was an informal meeting and no decisions made, there was no call to order.

PROOF OF NOTICE

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

ATTENDANCE

All board members were in attendance along with 12 other homeowners. Invited guests: Alice Hubbard, President, and Travis Storey, Principal, at First Coast Association Management, LLC

PURPOSE

As discussed at the April 18, 2018 board meeting, Request for Proposals were sent to three property management companies. After comparing companies and checking references, First Coast representatives were invited to meet board members and interested homeowners.

DISCUSSION

Ms. Hubbard and Mr. Storey introduced themselves and provided background about their company, its employees and services they would provide to the HOA if chosen to become Brookwood's property management company. Board members and homeowners asked questions about specific areas of interest. First Coast representatives were asked to leave the room and homeowners were asked for feedback about their impressions of the company. Homeowners were generally positive in their comments about First Coast. Board members will take all things learned into account before making a decision regarding whether to switch management companies or not. The meeting ended at 8:30 PM.