

BROOKWOOD HOMEOWNERS ASSOCIATION, INC.

A Corporation Not for Profit
11555 Central Parkway, Suite 801
Jacksonville, FL 32224

Regular Meeting of the Board of Directors

July 23, 2020

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 7:00 p.m. by Alice Hubbard, at Cypress Trails Park Pavilion at 441 Cypress Trails Drive, Ponte Vedra, FL 32256

The following Board members were in attendance:

Elaine Prisby, President
Karen Higgins, Vice President
William Fitzgerald, Treasurer/Secretary

The roll was called and a quorum of the Board of Directors was certified to be in attendance.

Alice Hubbard and Anna Hornstein representing First Coast Association Management and several homeowners were also in attendance.

REVIEW OF UNAPPROVED MINUTES

Minutes from the Regular Board meeting held on January 09, 2020 were reviewed. Following review, a motion was made, seconded and passed unanimously to approve the minutes as recorded (Prisby/Higgins).

FINANCIAL STATEMENT REVIEW

Alice reviewed the financial statement for the period ending June, 30, 2020. The Association ended the period with an operating account balance of \$17,843.80. Year to date income earned was \$52,291.02 and year to date expenses were \$49,942.53. Accounts receivable totaled \$1,358.00. Following review, a motion was made, seconded and passed unanimously to approve the financial report (Fitzgerald/Prisby).

PROPERTY MANAGER'S REPORT

Alice reported on landscape items that are in progress such as the monitoring/treatment of yellowing of the sod and the scheduling of the fertilization, the felling of the pine trees behind 257 Willow Ridge, as well as those completed such as the palm tree removal and replacement at the Willow Ridge entrance.

COMMITTEE REPORTS

Social Committee/Welcome Committee

Karen advised that she has been greeting new homeowners with the welcome packet and gift from the Association. Due to COVID-19 no events have taken place or have been scheduled at this time.

Covenant Enforcement Committee

Alice reported on behalf of the CEC and advised that she has noticed that a majority of homeowners are in compliance with their properties, overall, the community looks good. She advised the Committee that the Remax Nocatee meeting location is available for future CEC hearing meetings as needed.

Property Committee

Elaine Prisby reported on behalf of the Property Committee and stated that the palm tree removal and replacement has taken place and that they were happy with the work performed by Palm Trees by Trent. The common areas maintenance is improving.

Communications Committee

No report.

NEW BUSINESS

Review ARB Applications

ARB Applications for paver driveways and walkways were reviewed by the Board. A motion was made seconded and passed unanimously to approve the applications with the condition any repairs to the sidewalk where the sidewalks and driveways meet will need to be repaired as needed. (Prisby, Higgins)

Consideration of Landscape Maintenance Bid Comparison

A bid comparison of local several landscape companies was completed for the Board to review. Upon reviewing the comparison chart the Board was able to realize that the current landscaper was priced significantly under the market and that they were satisfied enough with the landscape improvements to table discussion on cancelling the contract.

HOMEOWNER COMMENTS

Discussion was held with covenant enforcement committee members present on committee operation on the need to review operating protocol with new members.

ADJOURNMENT

With no further business to come before the Board, a motion was made, seconded and passed unanimously to adjourn the meeting at 7:55 p.m. (Prisby/Fitzgerald)