

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 28, 2022

Cypress Trails Pavilion

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:30 p.m. by Anna Hornstein, Property Manager from First Coast Association Management.

The following Board members were in attendance:

Bill Fitzgerald, President
Vacant, Vice President
Ty Blake, Treasurer/Secretary

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

REVIEW OF UNAPPROVED MINUTES

Minutes from the Regular Board meeting held on March 24, 2022 were reviewed. Following review, a motion was made, seconded and passed unanimously to approve the minutes as recorded (Fitzgerald/Blake).

FINANCIAL STATEMENT REVIEW

Anna reviewed the financial statement for the period ending June 30, 2022. The Association ended the period with an operating account balance of \$42,307.45. Year to date income earned was \$30,125.27 and year to date expenses were \$26,854.18. Accounts receivable totaled \$2,000.00 which reflects one account with two violation fines. Following review, a motion was made, seconded and passed unanimously to approve the financial report (Fitzgerald/Blake).

PROPERTY MANAGERS REPORT

Anna reported on maintenance items that have been completed and those that are still in progress. Elaine continues to monitor and plant annual flowers at the entrances as needed. Anna will contact Ty Blake prior to inspecting the community each month for violations and Ty will join Anna on the drive throughs depending on his work schedule. Both front entrance sign refurbishment was completed by Matthew Broadus Advertising. Anna and the Board will work together to obtain additional bids for pressure washing.

COMMITTEE REPORTS

Covenant Enforcement Committee- Anna provided an updated violations report to the Board for review. There is one homeowner that has received two violation fines totaling \$2,000.00. He has not paid the fines and has not corrected either violation. The Board agrees with the plan to send collection notice for the violation fine. If not paid by September 30, intent to Lien will be considered and the Board may engage an attorney.

Social/Welcome – No Report. There are three volunteers interested in joining the committee. Anna reported that both homeowners are in good standing. A motion was made, seconded and approved to appoint John Demopoulos, June Walker-Tillet and Mary Elizabeth Hayes to the Welcome/Social committee.

Website/Communication – Terry has been committed in posting to the community website as necessary.

UNFINISHED BUSINESS

None

NEW BUSINESS

Review Pending ARB Applications

There was one application submitted for building an elevated wooden deck in the backyard of 87 Wayfare Lane. The Board and Anna discuss the submitted drawing and photos. From the documents submitted, it appears the homeowner is requesting to build outside of their property line, which is adjacent to the preserve. Anna will follow up with the homeowner to confirm the exact location of the deck. The ARB has not approved the application at this time.

HOMEOWNER COMMENTS

The next Board meeting is the Board budget meeting to be combined with the Annual Membership meeting on Thursday October 6, 2022 at 6:30pm at the Nocatee Welcome center.

ADJOURNMENT

With no further business to come before the Board, a motion was made, seconded and passed to adjourn the meeting at 7:10 p.m. (Blake/Fitzgerald)