



BROOKE MEADOWS HOMEOWNERS' ASSOCIATION
11/18/2024 ANNUAL MEETING MINUTES

Meeting Date: Monday 11/18/2024

Location: Brooke Meadows Clubhouse, McClanahan Drive

1. Call to Order – 7:05 PM
2. Welcome – Current and new members welcomed by Frankie Hart, HOA President.
3. Roll Call – HOA Board - Frankie Hart, President and Architectural Committee Co-Chair, Alisa Garlow Vice President and Architectural Committee Member, Michelle Moody, Treasurer (by phone), Annette McKenna, Secretary (by phone), Lisa Cannata, Assistant Secretary (absent d/t illness)
4. November 13, 2023 Annual Meeting Minutes presented – motion to approve 2023 meeting minutes made by Miranda Hunter, second Kevin Hunter, no objections. Minutes were approved.
5. Old Business – presented by Frankie Hart, HOA President
 - a. Tennis Courts – completed repairs to the tennis courts and added pickle ball court lines. Hired Court One to effect repairs of existing tennis courts at a cost of \$43,120. Replacement cost estimates were in the range of \$180,000 to \$200,000, which was cost prohibitive resulting in the decision to repair instead of replace.
 - b. Masonry Work Clubhouse Façade – completed repairs to the masonry work on the front of the clubhouse

6. Financial - presented by Megan Cook of Prestige Management
 - a. Property Overview – The HOA maintains 30 acres of common area including 5 ponds and 2 leach fields, 28 street lights, club house, swimming pool, tennis courts, and entrance signs with water features. There are a total of 133 parcels, current owner count is 133 (all lots sold – only 2 remain vacant)
 - b. 2024 Year in Review – We are on budget and it appears we will finish the year in sound fiscal shape.
 - c. 2025 Budget – The annual dues will be increasing by 10% to offset inflation and rising costs. Due to the pandemic, dues had not been raised for 4 years, even as expenses increased. The 2025 budget was discussed and ratified.

7. New Business - presented by Megan Cook of Prestige Management
 - a. Federal Corporate Transparency ACT (CTS) – New federal government requirement for the HOA beginning 1/1/2025. Prestige will manage the submission of forms and paperwork to stay in compliance. Fines can be as high as \$10,000 for noncompliance.
 - b. Pool Cover – The pool cover is at the end of its useful lifespan and will need to be replaced by the end of the 2025 pool season.

8. Open Board Positions/Voting – There are 3 open board vacancies for January 2025 through December 2026. Volunteers running for the board are – Alisa Garlow, Amy Hodges, Billy Manus, Craig Rhodes, PhD, Bill Simmons. There were no nominations from the floor. Voting took place. Tabulation was completed by Megan Cook from Prestige. Voting results – Alisa Garlow, Billy Manus and Craig Rhodes were elected to the board. Results to be emailed to the association.

9. Questions and Discussion Period

Q. Marlene asked why do we have to pay for a telephone at the pool/clubhouse?

This is a county requirement that there be a hardline telephone available in case of emergency at the pool/clubhouse. This is a requirement for pool certification by the county.

Q. Bill asked about street lights being out.

Duke energy is responsible for street light repairs. There is a link on the HOA website to the Duke energy website to directly report street light outages.

- Q. A question was asked about how to get more street lights on Kaleigh Way and in Brock Creek?
Megan requested that she be contacted at her office and let her know where the new lights are needed and she will follow up. HOA board has contacted Duke Energy in the past regarding the locations of outlets that are available as part of the original construction plan to install more street lights, however, Duke was unable to determine where the developer located the extra outlets.
- Q. A question was asked about what are security services that are listed on the budget?
This is the cost of maintaining the security system/cameras at the clubhouse.
- Q. There was a question about the difference in collections amounts on the budget?
Megan explained that the difference is that some homeowners paid their 2024 dues early in December 2023. Those payments are reflected on the December 2023 collections and do not show as collections in 2024. This happens every year, in varying amounts.
- Q. A question was asked about the amount on the budget for social activities.
Alisa explained that this was budgeted for Santa but due to COVID, that activity has been suspended. There is not currently a social committee. Alisa asked if any homeowner would like to volunteer to head up a social committee but there were no volunteers.
- Q. There was a question about why someone is on the board who does not live within the community?
Megan explained that according to the bylaws, the developer allowed for non-residents to be on the board. This prompted a follow up question of can the bylaws be amended to change that?
Megan explained that bylaws can be amended to enact changes, however, there are legal fees and an attorney needed to write up any changes to ensure the legal documents are correct and in accordance with NC state laws. This could result in considerable expense to the HOA depending on the number of bylaws that may need changed. Any amendment has to be voted on by the HOA members and a 2/3 vote is needed for approval.
- Q. Rhonda brought up a concern about speeding cars and asked about installation of speed bumps?
Frankie explained that all the roads within the neighborhood are now owned and maintained by the Department of Transportation. Installation of speed bumps would come at a tremendous cost

as all road maintenance and snow removal costs would have to be borne by the HOA. This would result in a large increase in HOA fees. The HOA board does not plan to pursue installation of speed bumps. Speeding and/or reckless driving can be reported to the Guilford County sheriff non-emergency line.

Q. Mr. Sutton complained about Southern not cutting around the pond behind his house.

Frankie stated that we would discuss this again with Southern.

Q. Mr. Sutton complained about people walking across his yard to access the pond behind his house.

The HOA board will email an updated map of where the pond access is located.

Q. The Brock Creek sign has fallen off the brick pillar and needs replaced and the trees need trimmed.

The board will get the sign replaced and address the need to trim the trees with Southern.

10. Adjournment