



BROOKE MEADOWS

Website: www.brookemeadowshoa.org

Board Email: boardmembers@brookemeadowshoa.org

HOMEOWNERS' ASSOCIATION ANNUAL MEETING MINUTES

Date: Tuesday, November 10, 2020

Location: Webcast - Zoom Meeting

Called To Order: 7:30 p.m.

Roll Call:

Board

Frankie Hart, President.
Michael Alewine, Vice President (Not in Attendance)
Jeff Rosenberger, Treasurer
Annette McKenna, Secretary
Edie York, Assistant Secretary

Architectural Committee

Matt Mancini, Chair
Frankie Hart, Co-Chair
Jim Auston
Jeremiah Hawes

President Frankie Hart

A. Welcome – Current and new members

B. 2019 Annual meeting minutes approval

Motion to approval 2019 meeting minutes made and seconded with no objections. Minutes were approved.

C. Old Business

Pool Repairs were discussed during the 2019 Annual Meeting. A special assessment meeting was held on January 11, 2020 to fund the repairs. The special assessment was passed and repairs were made. The pool opened on schedule. Pool cost to be discussed during financial portion of meeting.

D. Financial Review, Presented by Treasurer, Jeff Rosenberger –

See separate 2020 BMHOA Annual Meeting.pdf Financial Presentation for details.

- a. Property Overview; Community Background; What is covered under our financials/budget.
- b. Financials –
 - i. 2020 Year in Review
 1. Items to Note
 - a. Unplanned/Unbudgeted Expenses
 - i. Pool Repair Water Costs - \$5,000; paid for out of operating fund.
 - ii. Covid-19 Sanitation Requirements (cleaning and supplies) paid for out of operating fund.
 - ii. 2020 Forecast
 1. Final year-in-review will be sent to association early 2021, once books are closed for the year.
 - iii. Capital Budget Forecast & Projections
 - iv. 2021 Budget
 1. Items of Note
 - a. Increases in management fees, taxes, insurance, electricity and maintenance items, other line expenses are in line with previous year.
 - b. While the 4-year financial plan put in place in 2018 called for an increase in 2021, due to the challenge of our members during the 2020 pandemic, the assessment for 2021 will not increase and remain at \$966. This will delay our capital reserve funding for another year.

E. New Business

Fence – McClanahan Drive

There is a fence that was installed by the original developer, Sessoms Development, which runs along McClanahan Drive in our community. The fence is not on association common property but installed on a landscaping easement in

the rear of individual homeowners properties. We are currently researching the associations legal responsibility to maintain the fence.

F. Elections – Three Open Board Positions

Candidates bios were sent out prior to meeting. The floor was opened to candidates to be added to the ballot with one volunteer, Rosalind Dale. Voting took place on Saturday November 14th at the clubhouse. Results below.

Voting Results:

York, Edie	31%
Alewine, Michael	28%
Garlow, Alisa	25%
Dale, Rosalind	16%

G. Questions

Q. Any thought given to a smaller increment increase over extended periods?

A. Yes, it has been considered it and will be something that will be considered when building the budget for 2022. This year instead of a small increase, the Board has decided to not increase the 2021 annual assessment and allow members to adjust to these challenging times. As we look at the projected capital outlays in the next two to five years, that will also drive the question, “Do we increase the annual assessment, and if by, how much?”

Q. Since we are higher than expected on lots sold, will that have an impact on future increase in dues?

A. Maybe? Our forecast model included lots being sold over time. The current sale acceleration is one of the reasons the Board felt comfortable not raising the annual assessment for 2021. If the lots continue to sell at the current rate, the forecast model will be evaluated. The more lots we sell, the more members share the burden across a larger number of members. If it continues to increase at current rate, it will play a factor in determining future dues.

Q. What was the outcome of the fence inspection on McClanahan Drive?

A. We are currently conducting research into the fence that runs along McClanahan Drive. The fence was installed by the original developer, Sessoms Development. There are some unique challenges we are discussing with our attorney. The fence is not on association common property. It is installed on a landscaping easement, berm, in the rear of individual homeowners properties. The berm is a requirement of the county for rain water and water waste disbursement. The fence was placed by the developer as a courtesy to the farmer that owns the property adjacent to fence. Before we move forward with a decision, we are seeking clarification whether or not we have a legal obligation to maintain the fence or can we turn ownership over to the homeowners and allow them to do as they wish on their individual properties.

Q. Do we allow wooden private fences?

A. Yes. In October of 2018 Section 13 of Article III of our governing documents was amended to include two additional fence styles, split rail and wrought iron. These were in addition to the already allowed shadow box fence. The fence amendment details can be located on our website at brookemeadowshoa.org under Association Documents, Fence Amendment.

Q. What are the association's options for payment of our annual dues?

A. Currently we have two payment options. Payment can be made in one or two payments. The annual dues collection payment options and process can be found on our website, brookemeadowshoa.org under Association Documents. The annual bill will be sent out before the new year and will include the payment options.

H. Adjournment – Meeting adjourned 8:08pm