



**Brandon Acres Homeowners Association**

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## **Board of Directors Meeting**

### **Board Members:**

President: Marcelo Bump

Vice-President: Joe Walker (not in attendance)

Treasurer: Mandi Brodsky

Secretary: Mary

Director of Architecture: Jennifer Hagen

Director of Committees: Vacant - open position

**Meeting Date:** October 13, 2023 at 6:00pm, via Zoom

**Meeting Agenda:** A formal agenda was not published prior to the board meeting.

### **Meeting Minutes:**

- Marcelo opened the call and reported that he is stepping down from the Board as he and Angela have decided to list their home for sale and move out of Brandon Acres. Jennifer Hagen has agreed to accept the position as interim President until the next Board of Directors election can be held.
- Marcelo reported that he discussed with code enforcement officer regarding recent citation that the tennis court fence repair can be temporarily deferred since the gate is locked and pool is closed for the winter. Jennifer will follow-up with the Code Enforcement officer when fixed and ready for a recheck.
- Marcelo reported that the tennis courts need to be resurfaced but learned that the area is on swamp land, so warranty is void. The board discussed alternatives to what could be done with this area if the board decides that we don't want to fix the tennis court. A playground was suggested as a possible alternative for future discussions.
- Marcelo reported that the pool has busted pipes under the pool and the deck surface likely needs to be redone. The cost of repairs will very likely be more than the available cash in the bank account. Repairs need to be completed before the pool can reopen. May need to discuss financing options with bank and/or repair company. Jennifer to follow-up on options.

- Marcelo shared his findings from the lawyer regarding dissolving the HOA and learned that it would require 100% unanimous votes from all property owners to proceed. This motion to proceed was cancelled.
- Mary shared her findings regarding a potential management company to oversee the day-to-day activity associated with the HOA enforcement, back dues, collections, letters and bookkeeping services.
- Mandi reported that the bank balance is approx. \$21,600 and that we pay the CPA approximately \$1000 / month for Sally's services. Mandi also mentioned that the bank will need a copy of the minutes on HOA letterhead to make board changes at the bank.
- There was consensus amongst the board members that a dues increase is needed and long overdue, especially given the extensive repairs needed to the pool and tennis court area. Jennifer requested Mandi share the budget and financials for review. Strict enforcement of past due accounts needs to take place as several homeowners are significantly past due on their HOA dues. Jennifer to follow-up with Sally regarding an updated list of accounts in arrears and to follow-up with attorney regarding the lien process.
- Jennifer shared a newly developed contact list of each property, complete with a record of citations issued since last meeting. Fellow board members were reminded that some complaints received are not enforceable under the current Covenant & Community Wide Standards protection (like speeding) but a courtesy warning can be issued. Jennifer suggested that the Covenants and Community-wide Standards be reviewed and proposals for changes be discussed during future meetings.
- Marcelo and Jennifer agreed to connect next week to transition full details, to hand-off president related materials and to train on pool gate key tasks associated with the vacant Director of Committees position he has been also covering.
- Jennifer recommended the board start to meet monthly instead of quarterly and proposed the second Wednesday of each month be a placeholder for future meetings. Mary & Mandi agreed. Jennifer to set up next meeting.

**Action Items:**

1. Jennifer and Marcelo to complete transition
2. Mandi to send budget and financials
3. Mary to forward property management company findings
4. Mary to update board positions on website
5. Mary to send out minutes (on letterhead for bank changes)
6. Jennifer to schedule next meeting

Meeting adjourned.