



Brandon Acres Homeowners Association

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Board of Directors Meeting

Board of Directors Members:

President: Jennifer Hagen **Committees:**

Vice President: Joe Walker **Architectural Control Committee:** Vacant **Treasurer:** Mandi Brodsky

Amenity Committee: Vacant **Secretary:** Mary **Nominating Committee:** Vacant **Director of**

Committees: Vacant **Social Committee:** Vacant

Meeting Date: December 13th, 2023 at 6:00pm, via Zoom

Meeting Agenda:

Opening comments

Approve minutes from previous meeting

Announcements & status reports

Old business

- o Treasury & Budget review

- o Violations & Citations

- o Website changes

- o Contact List / Directory

New business

- o Annual Meeting

- o 2024 Annual Election Nominations

- o 2024 Project prioritization

Calendar

- o 2024 events
- o 2024 meetings
- o Newsletter

Closing comments

Meeting Minutes:

- Jennifer opened with a review and approval of the minutes from the last meeting.
- Jennifer then announced the HOA now has a new insurance policy.
- Website discussion included posting the proxy form, budget and projects to the website. That way any members of the community who cannot make it to Saturday's meeting can be informed of the information and have a chance to vote.
- Jennifer asked if any neighbors showed interest in joining the board. Joe said he spoke to a few that said no but did have one neighbor show interest. We discussed adding details of each position to the website. ● Jennifer introduced priority projects for the HOA. The pool is top priority right now. The items below will need replacing and/or a good cleaning.
 - o Cement
 - o gutters
 - o trash cans
 - o siding
 - o carpet
- Jennifer announced the HOA received a code violation citation due to the fencing around the tennis courts. We discussed tearing down the fence but the decision was made to repair the fence. Joe has worked in a ton of construction and can perform some of these repairs for the HOA. Due to the lack of use on the tennis courts, the idea and decision was raise a list potential alternatives (such as a playground) to the membership at the annual meeting. A gate code lock will need to be added to the fence which will be a great way to keep people from outside the community out and allow our kids to play in a safe area. This is a project for a much later date. There was discussion that the tennis court items could potentially be sold and the money put towards the playground project.
- The wood on the entry sign is falling off and the irrigation system is broken. The decision needs to be made to either fix the irrigation system and use it or stop paying for it. These are small projects that are not a top priority. This was tabled for discussion to be continued in a future meeting.
- The gate card system at the pool needs updating but since it is fully functional at the moment, the board voted to wait to update the system until the tennis court alternative is decided, that way the gate lock on the pool and potential playground will be on one new system.
- The board discussed a few ways to raise money for the HOA projects and potentially sponsoring a community yard sale.

- Jennifer presented and discussed the survey she created for our community to voice their concerns and to ask how we can do things better for our community such as how to handle code violations, ways to raise money for our amenities, soliciting neighbors with special skills who can help with amenity repairs, do we need speed humps in the neighborhood, e-newsletters along with online billing/paying options for dues and a community directory that neighbors would have to “opt in” to giving us their email addresses in order to do this. Would anyone be interested in movie nights, summer pool parties, other HOA community events etc...The survey will be an online form where neighbors can scan a QR code on their phone and complete it that way. The QR code will be added to the website and newsletter.
- Joe brought up a great idea to have a box either at the pool or the front of the neighborhood where you can grab a newsletter and any other HOA information for the community, rather than using email. The board voted to replace the whiteboard out front as well. The old one is falling apart and the marker has been cooked on the board.
- Jennifer presented and discussed the budget for 2024.
 - \$30,000 is currently due to the HOA from residents who has not paid their dues
 - \$15,000 is the pool budget for 2024
 - \$4,000 is the insurance policy for 2024
 - \$21,000 is currently in the HOA bank account
 - \$37,000 is what the HOA is short on for big amenity projects
- More budget discussions: The accountant and pool are our biggest expense right now. We need to have the leak detection and repairs done to the pool but since it has already been winterized we will need to pay to have it re-winterized if not completed close to spring opening. Jennifer is working with the lawyers to figure out how to get payment from the delinquents members. People who have not paid dues or are not part of the HOA cannot vote in the board election. The board agreed to figure out if we can get them on a payment plan or send out a letter first to give them the option to correct the overdue payments themselves.
- Jennifer reminded the board that the meeting at the pool on Saturday is at 12pm. She will be set up with a table and some documents printed to be handed out like the agenda and budget. ● The plan to reopen the pool in spring of 2024 will be Memorial Day if the leak repair is completed.
- Mary will plan to finish up the newsletter following Saturday's meeting, allowing time for any other board members to email her with content.

Action Items:

1. Mary will post the proxy form, budget and projects to the website
2. Mary plans to complete the newsletter after Saturday's meeting
3. Jennifer will send Mary the correct documents to be posted to the website
4. Board members need to send Mary newsletter content if necessary
5. HOA meetings will be on the 2nd Wednesday of each month. The next meeting will be January 10th, 2024.
6. Annual meeting will be at 12pm on December 16th, 2023 at the pool
7. Next monthly meeting is Jan 10th at 6pm. Jennifer to set up new Zoom invites for 2024 meetings.

Meeting adjourned.