

Briarwood Homes Association, Inc.

Board of Directors Meeting Minutes April 11, 2019, 6:30 p.m.

Attending: Buxcel, Neal Quigley, Tom Not Attending: LeMaster, Laurie
 DuBois, Delores Sawtelle, George
 Harden, Stephanie Weide, Jack
 Herrington, Jane

1. Welcome/Quorum

President Tom Quigley convened the second quarter 2019 Board meeting at 6:30 p.m. at 1719 Tipton Drive with a welcome. Quorum present. A meeting agenda and numerous handouts were distributed.

2. Prior Meeting Minutes Review/Approval

Secretary Jack Weide called attention to the February 19, 2019 quarterly Board meeting minutes. Jack moved approval of the minutes as submitted; seconded by Delores DuBois. Motion passed 7-0.

3. Financial Review/Approval

- March 2019 Finance Report Review/Approval

Treasurer Stephanie Harden presented the March 31, 2019 Financial Report. The Balance Sheet reflected total assets of \$14,457.35; 2019 Income to date \$9,530.00; Expense \$1,218.28; Net Income \$8,311.72; Contingency Reserve Fund balance \$6,145.63. Stephanie reviewed several specific report accounts including Account 42200 PayPal income, Account 61400 PayPal expense and Account 61100 Postage/Printing/Mailing. Following discussion, Delores DuBois moved, seconded by Neal Buxcel to approve the March 31, 2019 Financial Report. Motion passed 7-0.

- 2019 Owner Dues Payment Status

Stephanie Harden reported that 97% of the home owners have paid their 2019 dues; slightly better than last year at this time. Numerous owners have taken advantage of electronic payment through PayPal. As of the end of March, \$111 had been received from owners in "late payment charges". For more information about Association late payment procedures and policy see #6 – Administration.

4. Detention Pond Repair Status

George Sawtelle reviewed the current status of major south pond construction. Following early rain and snow late last year some construction tasks remain to be completed this spring. With continuing rain this spring, George reported that the pond basin is still pretty wet and that work has not yet begun. It is anticipated that the contractor will resume work as soon as weather permits.

5. 2019 Pond Maintenance

Tom Quigley reviewed the pond maintenance bid response from Jake's Quality Lawn Service. The bid was in response to an Association request for relatively minor landscape and retaining wall maintenance in both the north and south ponds. The Board approved Jake's bid of \$430 to complete all work requested. It is anticipated that work will commence in approximately one week.

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The same publication procedures as in the past will be used. Draft articles should be emailed to Jack Weide.

Publication schedule:

Draft Articles Complete	June 4
Draft Newsletter Complete	June 10
Draft Newsletter Review	June 11-21
Final to Office Max	June 22
Label & Mail	June 29

10. Tom Quigley announced that Briarwood Homes Association, Inc. has been served by Wells Fargo Company in regard to a mortgage foreclosure case against a current Briarwood home owner. *(Note: Home owner identity and address with-held to protect privacy)* Tom will contact the Wells Fargo attorney to certify that Briarwood Homes has no financial claim against this foreclosure. *(Note: In post meeting activity this action was successfully completed)*

11. 2019 Quarterly Board Meeting Dates

Quarterly Board meeting schedule:

Thursday, July 11, 2019, 6:30 p.m.

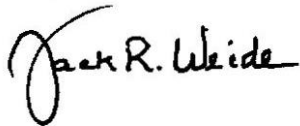
Thursday, October 10, 2019, 6:30 p.m. *(Held only if needed to prepare for 10/15/19 Annual Owner Meeting)*

Tuesday, October 15, 2019, 7:00 p.m. Annual Owner Meeting

12. Adjourn

There being no further business to come before the Board the meeting was adjourned at 7:40 p.m.

Respectfully Submitted,



Briarwood Homes Association, Inc.
Board Secretary