

Brookside Homeowners Association, Inc

Annual Meeting Minutes

December 19, 2018

Meeting Minutes approved at the
December 10, 2019 Annual
Meeting.

Meeting began at 6:01 p.m.

Introduction of the Board of Directors:

President: Tyler Glassman
Vice President: Marci Moore (absent)
Board Member: Alan Watkins (absent)
Board Member: Matt Allen

Members present: Kathleen Fischer, Tom Casey, Tyler Sasser, Bryan Ontiveros, John Hutchins, Joseph Schwartz, Matt Allen, Judy Ritchey, and Tyler Glassman. 8 proxies were received.

- Quorum was met [6 required; 17 properties were represented in person or by proxy.]

Introduction of Heritage Property Management Team:

David Caldwell & Elizabeth Marvin

2017 Minutes were approved as written. M/S/C HPM will post approved minutes on the website.

Landscape Discussion:

- Craig from Peaceful Valley was in attendance to be available for questions and comments.
- Discussion on irrigation repairs completed in 2018
 - Question if all of the repairs have been completed on the pumphouse - most of the repairs have been completed however there may be additional needed repairs in the future.
 - Previous system was not user friendly and the company that installed it will not longer maintain the system. The majority of the system had to be replaced.
 - Both pumps were serviced in 2018. Craig recommends a bi-annual evaluation of the pumps to keep them both in working order.
- Question on maintenance schedule during winter- dog waste bags replaced and trash picked up every 2 weeks.
- Peaceful Valley is always available for questions.
- Discussion on the condition of the main lines. There could be issues in the future, however roots etc do not typically cause large issues with main lines.

Old/Unfinished Business:

- Discussion on the fence amendment
 - Currently there are not enough votes for the amendment
 - Most of the current fences are not up to code and do not conform to the current HOA standards.
 - Several are also in disrepair.
 - A second request for votes will be discussed with the Board of Directors to possibly be sent out with annual statements.

New Business:

- The 2019 Peaceful Valley landscape proposal and contract will be sent to the Board of Directors for approval

Presentation of proposed 2019 Budget

- Question regarding the costs associated with the irrigation system. Most of the cost for 2018 was due to the new system. The additional income of \$13,092.74 was from an insurance claim on the equipment for the irrigation system and offset some of the cost associated.
- The slight excess in income for 2019 was reallocated to the irrigation system, as it may be necessary for some additional repairs in 2019.
- Discussion on the increased management fees and postage fees. HPM is seeing increased cost which is reflected in these increases.
- Question on the new HOA being built nearby, notices were sent out to Brookside homeowners by the developer. Suggested that questions be directed to the planning department or the developer directly.
- Proposed budget approved as written. M/S/C [Approved budget will be posted on website]

Nomination of Board Members:

- Tyler Glassman, Marci Moore, Alan Watkins, and Matt Allen all agreed to remain on the Board.
- Floor was opened for nominations. No nominations were received.
- Comment by Tyler that there have been some concerns voiced regarding current Board Members. States that he is willing to remain a board member to assist the HOA, but is also willing to allow others to handle the position.
- Vote to approve the slate of candidates as presented. M/S/C. None opposed.

The meeting adjourned at 6:39 p.m.

Minutes taken by
Elizabeth Marvin
Heritage Property Management