

# Briarwood Homes Association, Inc.

## Board of Directors

### Meeting Minutes

July 19, 2022, 6:30 pm

### ZOOM Call

Attending: Neal Buxcel, Tom Quigley, Lee Ring, Stephanie Harden, Phil Taylor,  
Not Attending: Chris Circo, Joe DiSalvo, Jason Janzen

#### 1. Welcome/Quorum

President Quigley convened the 3rd quarter 2022 Board meeting at 6:30 p.m. by way of Zoom video conferencing. Quorum present. Handouts for the meeting had been previously distributed via email.

#### 2. Prior Meeting Minutes Review/Approval

President Quigley called for approval of the Apr 19, 2022 Quarterly Board meeting minutes. Motion to approve, as submitted, by Phil Taylor . Second by Neal Buxcel  
Motion passed

#### 3. Financial Review/Approval

- 2nd Qtr 2022 Finance Report Review/Approval  
Stephanie had emailed the 2nd Qtr financial report to all Board Members. She asked if there were any questions or comments. There were none. Tom asked for a motion to approve the financial report. Motion to approve was made by Neal Buxcel Second by Lee Ring .. Motion passé
- 022 "Current" Owner Dues Status  
Steph said all dues are paid. Even had one lady send in check a second time. Steph returned the check.

#### 4 Detention Pond

Tom

Tom said minor work to move rock back into place will be done this month by Joe Faust as scheduled. Neal said he looked at Ponds and they did not look to bad.

#### 5 Administration

Review Newsletter dates for Fall due Oct 28

All agreed with the schedule. Articles not assigned yet were assigned, see below.

### **Newsletter Publication Schedule:**

Oct 21 Draft articles submitted.

Oct 29 Draft Newsletter released to Board

Nov 9 Final Newsletter to Office Max/printing.

Nov 10 Newsletter label and mail.

### **Assignments**

1. Presidents Corner - Tom
2. Annual Meeting topics- Tom
3. Retention Pond Update - Tom
4. Vehicle Parking on Street in Winter - Neal
5. Financial Report Stephanie - Steph
6. Architecture Committee Report - Phil
7. Remove Snow/Ice by Mail Boxes - Neal
8. Garage Sale May 6, 2023 – Tom
  - Review Board meeting dates: 10/4 (if needed) and Annual 10/11.
9. Architecture Committee Report

Phil said they had several requests but were handled without issues.

He suggested that we discuss fencing. There are so many exceptions to the fencing covenants that it would be good to discuss at the annual meeting. Tom said he would make sure it was on the agenda.
10. New Business
  - Elite Cuts failed to mow the Ponds for at least 3-4weeks. We cancelled his contract due to non-compliance. We hired Joe Faust, 2<sup>nd</sup> in last bids received. Cost will be \$300 for first mow/trim due to length of grass and weeds. After that \$150 a mow/trim every 7 – 10- days.
  - Mowing and Fertilizer Bids for 2023

Phil said he had one to add to list. He will send email with contact info.

Tom said he would send board members the bid info he will send out for their approval. Bids will go out Sept 9 and ask for their bids to be returned by Sept.30. Phil suggested we send out reminders to return bids as well. They get busy and forget to return bid.

- Board Members Terms Expiring  
Tom asked board members that terms are expiring this year if they would want to be on slate to renew their terms.  
Neal Steph said yes. Tom will contact Chris on his decision.
- Neal Buxcel 2022  
Stephanie Harden 2022  
Chris Circo 2022  
Tom Quigley 2023  
Lee Ring 2023  
Phil Taylor 2023  
Jason Janzen 2024  
Joe Disalvo 2024
- Budget for 2023  
Tom asked if we should include Bag Worm Fee as a line item. Steph said it was less than \$200 and we could just leave in Maint line item. All agreed .

Meeting ended at 7:05

Tom Quigley