

Britton Meadows Property Owners Association

Board of Directors Meeting MINUTES
P.O. Box 695
Skiatook, Oklahoma 74070

boardofdirectorspresident@bmpoa.net

Board of Directors Meeting MINUTES
Tuesday, January 17, 2022
6:17 p.m.

1. Call to Order;

MEMBERS PRESENT:

Leia Anderson, President
April Bible, Vice President
Stacey Baily, Director
Pam Utley, Director
Bri Williams, Director

2. Minutes;

The previous minutes of the June 21th, 2021, Britton Meadows Property Owners Association Board of Directors Meeting were discussed and emailed to the board prior to the meeting for the Board's review and approval.

A motion was made by Ms. Anderson and seconded by Ms. Bible, that the minutes of the last 2022 Britton Meadows Property Owners Association Board of Directors Meeting be approved.

The board reviewed the minutes and unanimously approved the minutes of the previous meeting.

3. New builds and home sales of homes in the neighborhood.

Mrs. Anderson updated the board on the 5 new homes built in the edition over the last few months and the process the AC committee used to review builder's plans, signing off of plans and approvals used for confirmation that the new homes were all in 100% compliance and confirmed how compliance was confirmed by AC committee before closing letters were issued on all new and several sold homes to protect new owners.

4. Previous Boards accounting and document's;

The Board discussed the receipt of partial financial documents from Dean received in November of 2021. The Board also discussed the lack of documentation, missing articles of incorporation, accounting books, corporate stamp, lack of website, lack of phone number for builders and

closing company's, setting up of new email, accounting software, and moving POA account to new bank that doesn't charge \$50 for debit cards and demand board members to have a personal credit reports pulled.

A motion was made by Ms. Anderson and seconded by Ms. Bible, that the board move forward with implementing Quick Books, creating new website, moving bank account, setting up of new board email, using Google phone and using previous boards tax preparing company for 2021 taxes.

The board voted and unanimously approved the implementing Quick Books, starting new website, moving bank account, setting up of Board emails, using Google phone and using previous boards tax preparing company for 2021 taxes.

5. Pond mowing and drainage issues;

Mrs. Anderson and Mrs. Bailey updated the board on pond drainage issues pointed out by the Trumblys and confirmed that previous boards have advised property owners to mow the property from the owners lots lines all the way to the edge of the pond. Mrs. Anderson confirmed with the insurance company that the board owns the land and having individual property owners mow instead of the board hiring a bonded and licensed lawn service to do the mowing could be a problem should someone be injured while doing so.

A motion was made by Ms. Anderson to and seconded by Ms. Bible to take bids from 3 different companies for the upcoming mowing season.

The board voted and unanimously approved the search and Ms. Bailey agreed to help locate mowing companies.

6. Insurance updates;

Ms. Anderson confirmed the current Reserve A pond insurance and the Board DO policy in place was paid last year. Documents were emailed to the directors for review. No further discussion was needed on this.

7. Board Recommendations on Annual Dues;

Ms. Anderson and Ms. Baily informed the board of the previous Annual dues being reduced by previous boards from \$189.00 annually to the current \$100.00 per year.

A motion was made by Ms. Anderson to and seconded by Ms. Bible that due to the upcoming damages and neglect of the pond for years and in an attempt to not incur additional assessments to owners for these repairs that the board recommends the Annual dues be raised back to a previous annual amount of \$150.00.

The board voted and unanimously approved the annual rates be restored to \$150.00 and to be presented to the members at the annual meeting for a vote.

8. Board Review and Recommendation on Modifications of CCR's for annual meeting;

The Board at length discussed several complaints of non-compliance by several homeowners and agreed to present for a vote of modifications and or deletions to the following (4) CCR's.

1. TREE REQUIREMENTS IN FRONT YARD AREA;

The deletion and removal of Section II, Paragraph 13 on page 6: of the Declarations that states;

13. "Each Lot Owner shall at all times have a minimum of two (2) trees of two Inch (2 ") caliper or larger within the front yard area".

2. DRIVEWAY HEADWALLS.

The deletion and removal of Section II, Paragraph 14, subsection (B), on page 7: of the Declarations that states;

14. "(B) Each driveway shall have a culvert with masonry headwalls situated at the entrance of each driveway".

3. FENCE MATERIAL MODIFICATION.

The Amended Declaration of Section II, Paragraph 8, subsection (C) on page 6 that states;

8."(C) Fences other than wood, brick, natural stone or green-link or black-link with wood posts and wood top roll must be approved by the Architectural Committee".

To now be amended to the following;

8. (C) Fencing requirements to be amended to allow the following materials.

- a) Wood privacy fence.
- b) wood rail with black or dark green powder coated chain link.
- c) black or dark green posts and top rail. black or dark green coated chain link.

4. OUT BUILDINGS/STORAGE BUILDING REQUIREMENTS.

The Modification of Section II, Paragraph 7, on page 6: of the Declarations that states;

7. "No out building or other permanent structure or improvement shall be built without prior written approval of the Architectural Committee. Said buildings or Improvements, if approved shall be built on site. All buildings shall be architecturally consistent with the principal residence on the lot."

To now be amended to the following:

7. Current and future storage sheds shall be approved by the architectural committee and no longer be

required to be built onside with brick/siding to match the home, including the pitch of roof and shingles to match the home so long as the architectural committee approves said storage shed via the waiver forms on Britton Meadows POA website. (Forms will be available on website soon.)

The board voted and unanimously to approved the above modifications and deletions of the CCR'S and agreed to put the documentation in place for a vote of the members to be presented at the upcoming annual meeting.

9. annual meeting;

Ms. Anderson advised the board that due to covid restrictions the last two years that the previous board had set up and paid for an annual Zoom meeting subscription, the Board account was previously set up on Auto Draft via ACH and the current board was not advised of this in a timely manner to stop the billing and that she was unable to able to get a refund for this year's billing, but has stopped the auto billing.

The board voted and unanimously approved the annual meeting be held via Zoom due to the high number of active Covid 19 cases in the area.

10. Compliance Assessment's/fines;

The board agreed to pass this discussion to the next board meeting of the directors in order to give the members time to vote on the above 4 items and will revisit this after the outcome of the voting by the members.

3. ADJOURNMENT

The meeting adjourned at 7:48p.m.