

Brookfield Homeowners Association

Board of Directors Meeting Minutes

Date: 4/6/26

Time: 1:30PM

Location: 6 Brookfield Rd.

Call to Order: The meeting was called to order by President, Dan Rawson.

Present: President Dan Rawson, Vice President-TBT, Treasurer-Nicole O'Connell,
Secretary-Lauren Rodriguez

This meeting was called to order by Dan Rawson to discuss dues collection. We are at 60% collection. Discussed ways to collect dues from those who are in arrears. Letters will be sent out to attempt collection. If no response or payment received, liens will be placed.

Discussed professional venmo account to collect dues. Online forms of payment charge businesses a fee. We will discuss using venmo or paypal for next years dues collection to see if this helps with our efforts. The fee will be passed on to the homeowner and added to the dues if the homeowner chooses to use with platform instead of sending a check.

We have four insurance policies that need to be renewed. General liability, excess liability or "umbrella," management liability insurance and criminal liability.

Total for insurance policies required was voted on by board to pay and continue. Total-\$5852.68

Due by April 15th, 2026. The increase was reasonable and within budget. Will be paid by board.

Quarterly statements should be posted two weeks after the quarter ends.

Reviewed HOA inbox.

