

The Preserve at Brookview
HOA Meeting Agenda
7/27/23

- Proof of Quorum
 - *Jared calls meeting to order and states proof of a quorum with 5 board members in attendance*
- Approval of Previous Meeting Minutes
 - *Jay motions to approve*
 - *Jess seconds motion to approve*
- Direction from the President
 - *Our goal is to create a legacy of how the Board should operate successfully after us.*
 - *We don't want to experience neglect as we see in other communities. i.e., Parked cars, not using ARC requests, etc.*
- Operational Duties
 - Internal – New assignments will spread shared responsibility and workload.
 - Finances: Bill to share a plan that includes help from Jay and Jess to create a system of checks and balances. Jay and Jess to 'approve' payments for invoices that Bill receives. Jay to reach out to a resident that offered help.
 - Communications: Jess will handle the website, quarterly newsletters, special announcements, and maintain the Board Zoom account.
 - ARC: Craig will continue to send ARC requests to a vote and will consult with ARC if there is a new or unique request.
 - Maintenance and Repair: Craig to develop a plan for sidewalk/curb repair, retention pond preventative maintenance, tree care, etc. Snyder's Tree Service agreed to meet with us once per year late winter/early Spring to evaluate dead/dying trees.
 - Rules and Regulations (Group discussion): We agreed to make the Rules clearer for certain topics
 - Legal (Jared):
 - Discussed retaining John DiSanto as the HOA attorney
 - Special Projects: Jared to assign or ask for homeowner help.

- External - Encourage homeowners to help the Board with certain tasks. Examples include yard sales, mowing contracts, etc.
- Old Business
 - Retention Pond Update (Jared)
 - Still a work in progress
 - Mowing Update (Jared)
 - Plan for the berm.
 - Berm should be mowed
 - Dead trees removed from common ground (Jared)
 - Late winter, we will schedule a neighborhood walkthrough with Snyder's to evaluate the need to take down additional dead and dying trees.
 - Cul-de-sac landscaping update (Jay)
 - Requested additional estimates for landscaping
 - Will request an estimate from Lelii Landscaping
 - Masonry and sign update (Jay)
 - Still getting quotes
- New Business
 - Should we water trees and shrubs on common ground? For example, trees and shrubs on berm.
 - Presents a logistical challenge
 - Bill to address allocating a portion of the Reserve into an interest gaining account.
 - Bill researched options for accounts that would be interest bearing for a small business/non-profit
 - Jared motions to vote on using Fulton Bank's interest-bearing small business money market account while continuing to evaluate our best options
 - Jess seconds the motion
 - Motion passed by majority vote
- Adjournment
 - Jay motions to adjourn
 - Bill seconds to adjourn