

Hollybrook Condominium HOA March 2024 Meeting Minutes

Meeting Date and Time

Date of Meeting: March 20, 2024

Time of Meeting: 7:05

Location of Meeting: Pool

Present at Meeting: Officer Isaiah Senyak APD Community Watch, Allie & Alex Mandikos 33, Todd Rucker 62, Kim Corbitt 81, Lucy Kelly 82, Tricia Hynes 72, Sandra Crawford 64, Suzette Woten 54, Jessica Coogan 14, Tammy Sadler 42, Elissa Linke 34, via Zoom - April Steyert 32 & Lasmine Hall 61

The regular meeting was called to order at 7:05 pm.

Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

Review of Previous Minutes & Financials

The minutes of the previous HOA meeting were board corrected, reviewed, unanimously approved and posted on the website: <https://hollybrookcondoassoc.org>. Future minutes will be emailed and saved on-line for privacy concerns.

Completed Business

1. Community officer Isaiah Senyak attended HOA meeting to discuss neighborhood watch and safety practices within our community
 - a. Officer Senyak has agreed to meet with our community for quarterly meetings. He will join Hollybrook HOA meetings to keep an open relationship and maintain our community watch status.
 - b. Officers can do a security assessment of our property, if requested by residents
 - c. He has advised our community to report ALL suspicious activity/ break in events/ incidents. APD is data driven and monitors areas of increased activity. Our neighborhood showed zero incidents this last year even though we did have car break-ins and missing mail.

- i. Call the non emergency line: **828-252-1110**
- ii. Do not call 911 unless it is an emergency that needs to be addressed urgently
- iii. Another way to report non-emergency issues is the Police-To-Citizen online reporting website
<https://buncombecountyso.policetocitizen.com/Home>
- iv. Report any helpful details: Make, model, color, gender, height, race, color of clothing, shoes, etc
- v. Community watch will report to public worx who will help with reporting and responding
- d. The APD community advisements:
 - i. Being sure to lock car doors and your home units at all time
 - ii. Kia and Hyundai have been reported as easy targets for break ins so be sure to take extra precautions
 - iii. Fake camera signs purchased “Neighborhood monitored/you are on camera” and fake cameras for extra precautions

2. Upcoming April Plans

- a. Expected pool opening day: May 4th
 - i. Need to call for inspection and phone
 - ii. Pool opening BBQ gathering expected May 4th
 - iii. New pool maintenance operator: Michael
- b. Deborah Hamill Unit 93 has agreed to lead our welcome party committee
 - i. Please reach out to her if you would like to join
- c. Repairs being completed
 - i. Unit 93 (entry repair), 72 (crumbling step repair), and 62 (rear emergency exit) projects are in the works
- d. Pending Items to be scheduled
 - i. Buildings 3, 4, 9 and 11 roof algae
 - ii. Paint building 5 upper parking spaces, that do not currently identify unit numbers/ lines, to address continued issues of parking concerns

& rules. Paint & stencils purchased and date TBD to paint unmarked parking spots

- e. New handyman starting March
 - f. New landscaping starting March
 - g. Mulch maintenance email to come soon. Please respond to email re: personal gardens asap.
 - h. Walk around to be scheduled in May
 - i. Terminix coming in April, date to come via email to residents
 - j. Garbage cans notice
 - i. Please put away by Friday at the latest \$10 per day fine may be applied to those not in compliance
3. Finance Committee Meeting
- a. Audit to be completed
 - b. HOA Dues Increase from \$240/month to \$250/month starting April 1st 2024
4. Community Contact List Update
- a. The updated Hollybrook Directory is attached to this email.

Pending Business

1. Neighborhood Survey Via Email
- a. Look for an email from your Hollybrook HOA to be sent out to encourage our community to volunteer and help out with pending projects, gatherings & needs

Consideration of Open/Finished Projects

1. Pending estimates:
- a. Unit 43 deck inspection
 - b. Community fire pit

Agenda and Time of Next Meeting

The next meeting will be held on Wednesday, May 8th, 2024. And will continue to fall on the second Wednesday of every other month.

The agenda for the next meeting will include the pending business and consideration of open issues.

The meeting was adjourned at 7:42pm

Minutes submitted by: Allie Mandikos

Minutes approved by HOA Board Members