

Longbrooke Homeowner's Association  
Trustee Meeting Minutes  
April 11, 2024

Present: Jacqui Gareau – President; Patty Allison-Roy – Secretary; Kaelin Bobula – Assistant Pool Trustee/Social; Kelly Browning – Grounds Trustee; Caitlyn Goodwin – Vice President; Greg Bosl – Pool Trustee; Sara Gaines – Architectural Trustee

Meeting began at 7:01pm

Gareau called the meeting to order.

Minutes were approved as amended. Motion made by Gareau and seconded by Gaines.

**President's Report – Gareau**

Gareau asked if we had previously filed a tax return? Will reach out to past treasurers to find out. Gareau stated that a newsletter will be going out along with a follow up letter to the annual meeting.

**Vice President's Report – Goodwin**

Try and obtain 50 more votes on the declarations by next meeting.

**Secretary's Report – No report**

**Treasurer's Report – Gareau**

Gareau stated that we ended the month with \$351,414.58. March deposits were \$66,405.21. Expenses included the following: \$1,213.00 – Eques, Inc for monthly legal charge; \$769.80 – Property taxes; \$90.00 – QuickBooks monthly charge; \$17.71 – Quickbooks electronic payment fee; \$18.07 – Quickbooks electronic payment fee; \$3.40 – Quickbooks electronic payment fee; \$17.71 – Quickbooks electronic payment fee; \$282.68 – First Energy and \$175.00 to Shannon Kampa for accounting services.

Gareau stated that 295 homes had paid the 2023 dues.

Gareau stated that 207 homes had paid the 2024 dues.

Recommend we send checks back to the people who paid for replacement pool tags/guest passes – 9 properties.

**Architectural Report – Gaines**

Gaines stated that there will be a committee meeting on April 3<sup>rd</sup>.

Gaines is working on a google form for requests. The requests will go to all committee members for approval. Will help speed up the process. Still can do hand drawn drawing and drop off if that is what the homeowner prefers.

Gaines stated no new requests have been made.

**Grounds Report – Browning**

Browning stated that Kyle will be doing a clean up of the common areas for \$85. It was also recommended that we put a garbage can in the tennis/basketball courts.

Browning is requesting quotes for the remaining entrance signs. Roy to look for drawings.

Browning stated that there were a lot of garbage can violations. Work trucks have been reported to Browning. Browning has not seen some of the ones reported when she has followed up.

**Pool Report– Bosl**

Bosl stated that he fixed the fence at the tennis courts.

Bosl stated that the pool committee was back meeting.

**Social Report – Bobula**

Bobula stated that the website subscription will increase in June from \$285.12 a year to \$622.08. Currently looking at other options.

Bobula stated that she is looking into a movie night to be held in June.

Bobula and Gareau are working on a possible Farewell to Smith Program. Gareau will get in contact with Natalie Guzzo from the city.

Bobula stated that we will be bringing back the 4<sup>th</sup> of July Bike Parade this year. Bobula to get with the Berea Police about escorting.

**Other Business**

Future meetings will be held the 2<sup>nd</sup> Thursday of each month at 7pm.

The meeting was adjourned at 8:18pm. Motion to adjourn was made by Gareau and seconded by Browning.

Respectfully submitted,  
Patty Allison-Roy, Secretary