

**Brook Run Village Owners Association  
Board of Directors  
Meeting Minutes  
May 25, 2022**

The meeting was held at Des Moines Fire Station #11 and convened at 6 p.m.

Directors present: Jason Bahr, Marty Chebuhar, Steve McClure, Pam Schwartz, and Steve Wallace.

**MINUTES:**

Minutes of the April 27, 2022 meeting were approved as written.

**TREASURER'S REPORT:**

Bahr reported balances for the period ending April 30, 2022, of \$56,659.41 in the Association's operating account and \$323,895.88 in the capital reserve fund. He also briefly detailed monthly income and expenses, and reported on the progress of transitioning financial records to Edge Property Management. The treasurer's report was approved on motion by Chebuhar, seconded by McClure, and a unanimous vote.

**NEW BUSINESS:**

Edge Property Management wants the Association's contractors to provide proof of liability insurance coverage. Chebuhar said he would discuss the request with current contractors but suggested the Association may need to consider covering the cost of new coverage.

Wallace reported on cost estimates for maintenance of the dam area of the middle pond. There was also discussion of having the Association's current mowing contractor work to maintain that area until other plans under consideration unfold.

**OLD BUSINESS**

Chebuhar told the board the postcard notice of the Association's annual meeting is to be printed and mailed soon. The meeting is scheduled for June 13, 2022. He also reported that Edge Property Management has agreed to purchase a DocuSign program BRVOA has used for its two previous annual meetings to electronically manage voting and proxy forms. Edge plans to use the e-agreement platform for various needs across its client base.

Board seats held by Bahr and Wallace are up for election this year. Bahr announced he will seek reelection. Wallace said he is not a candidate for reelection but would be willing to continue as a member of the Storm Water Committee. Because of the board vacancy, McClure moved to extend the deadline for nominations to June 1. Chebuhar seconded and the motion passed on a 5-0 vote.

**REPORTS**

Wallace talked about communications and conversations he has had with various City of Des Moines and also Polk County employees about erosion issues and possible funding for mitigation on defined areas of Brook Run.

Schwartz informed the board that she is working to schedule a time for directors who are available to meet with a tree removal company for the purpose of getting a cost estimate for the trimming and removing of trees and rubbish in the north pond dam area.

McClure reported on communications involving a Covenant violation and issues with fishing and trespassing on private properties.

**ADJOURNMENT:**

The session adjourned at 7:32 p.m. The board's next scheduled board meeting is 6 p.m. Wednesday, June 22, 2022, in the community meeting room of Des Moines Fire Station #11 at 4150 E. 42<sup>nd</sup> Street.

Submitted by: Pam Schwartz, Secretary