

**Brook Run Village Owners Association  
Board of Directors  
Meeting Minutes  
March 1, 2023**

The meeting was held at Des Moines Fire Station #11 and convened at 6:07 p.m.

Directors present: Marty Chebuhar, Gary Galasso, Steve McClure, and Pam Schwartz.

Members present: Phyllis Kulisky

**MINUTES:**

February 6, 2023 meeting minutes were approved as written.

**TREASURER'S REPORT:**

In the absence of Director and Treasurer Jason Bahr, Schwartz reported balances for the period ending January 31, 2023 of \$49,088.59 in the Association's operating account and \$345,784.11 in the capital reserve fund. On motion by Chebuhar, seconded by McClure, the board voted unanimously to approve Bahr's previous request to move a portion of the operating fund to insured, interest-bearing deposits. Directors also moved to direct Edge Property Management's accounting firm to file the Association's 2022 income tax returns.

**NEW BUSINESS:**

The board renewed contracts with LAW Landscaping Service for mowing and tending various Brook Run common areas and Dave's Lawn & Garden Service for maintenance of landscaping within its five traffic circles. The contracts run from April through October. Approval came on motion by Chebuhar, seconded by McClure, and a 4-0 vote.

Directors also approved technical updates to the Association's Schedule of Fines and Late Fees, as presented by McClure. This came on motion by Schwartz, seconded by Chebuhar, and a 4-0 vote.

They also reviewed topics for a planned meeting with Edge as the company's contract nears its first anniversary. Those discussions are expected to center on ways to streamline communications.

**OLD BUSINESS:**

Solar-powered lighting has been installed for most of the neighborhood's entrance signs along East Douglas Avenue. However, installers say the project has been delayed for signs on the east sides of Village Run and Brook Run drives due to sidewalk replacement work on the former and frozen ground on the latter.

**REPORTS:**

McClure reported on formally notifying the Des Moines Police Department of the Association's fishing policy. The recently adopted rules and regulations, along with a site map, were sent by letter to Police Chief Dana Wingert and Lieutenant Tina Kaller to aid in enforcement efforts.

Chebuhar related that according to the Polk County Public Works Department a consultant would be taking inventory of trees along Brook Run creeks that are habitat for endangered bats. The survey is among requirements of a lengthy federal grant-approval process.

**ADJOURNMENT:**

The meeting adjourned at 7 p.m. The board's next scheduled meeting is set for 6 p.m. Wednesday, May 3, 2023, in the community meeting room of Des Moines Fire Station #11 at 4150 E. 42<sup>nd</sup> Street.

Submitted by: Pam Schwartz, Secretary