

**Brook Run Village Owners Association
Board of Directors
Meeting Minutes
November 21, 2019**

The meeting convened at 7:30 p.m.

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

Minutes:

Minutes of the Oct. 24, 2019 board meeting were approved as written.

Treasurer's Report:

Bahr reported an operating account balance of \$11,376.82 and a capital fund balance of \$253,692.72.

New Business:

Financial Plans. The board adopted a budget of \$63,875 for the fiscal year beginning Jan. 1, 2020, and set annual member dues at \$125 per lot, the same amount as this year's dues. The new budget includes a \$40,500 allocation for capital reserves to fund future improvements to the association's storm water system. Approval of the budget and dues came on a 3-0 vote, following a motion by McClure, seconded by Bahr.

Trash Container Rule. Directors also approved wording of the annual notice of dues assessment to be mailed in the coming weeks to Brook Run lot owners. Passage came on motion by Chebuhar, seconded by Bahr, and a 3-0 vote in favor. In addition to information on dues and the new budget, the notice announces the board's intent to enforce the long-standing association covenant that requires members to store trash containers out of street view. The rule has been in effect since the Brook Run's inception, but with a lack of past enforcement both violations and complaints appear to be on the rise. The board intends to begin enforcement and fines on April 30, 2020, allowing those who need it ample time to arrange storage alternatives that comply.

Traffic Issues. The board also discussed traffic safety concerns relayed from the Brook Run Neighborhood Association, especially speeding motorists and intersections that have only two-way stop signs. Directors suggested that these issues be presented to the city's Traffic & Transportation Division for review.

Communications. Directors reviewed a “Buyer Information” form proposed by property manager Steve Gulling to inform new Brook Run property owners of the HOA’s existence and its governing documents prior to sale closings. In addition, there was talk of how to communicate with real estate companies, abstractors and attorneys in attempts to assure they pass along information about the owners association to home buyers.

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Old Business:

Property Issues. Chebuhar reported that he and Wallace met recently with the property manager of CDM Rentals to better establish a line of communication between the company and the association in dealing issues involving the company’s properties in Brook Run. Copies of the association’s new and amended covenants and bylaws were delivered to CDM.

Tree Bid. Directors tabled a bid from RTS Tree Service for removal of a dead tree on the banks of the association’s upper retention pond, and indicated they will seek another bid.

The meeting adjourned at 8:40 p.m. The next board meeting is tentatively scheduled for 7 p.m. Monday, Jan. 20, at Altoona Public Library.

Submitted by: Marty Chebuhar, president and temporary secretary.