

2023 Fall Meeting Minutes

November 30, 2023

The Annual Fall Association Meeting was called to order at 7:00PM by our President, Jim Moeller. There were representatives present from 13 residents, including Jim and the Association Secretary, Sue Green. Sue Weston, our VP, was not able to attend due to a personal matter.

1. The Secretary noted those present and updates to contact information have been made.
2. The 2022 Fall Meeting Minutes were approved and seconded as there were no corrections, changes, or additional information.
3. Officer's Reports
 - a. Sue Weston asked Jim to report for her in her absence.
 - i. Sue is continuing to make regular rounds to pick up trash along fences and retention ponds.
 - ii. Several new trees have been donated and planted in the green space along 44th Street between REC Drive and Derby Drive. Special thanks to Cherie Klimes, Melanie Mabee and Ned Dietiker for this project. Also, special thanks to Paula Dierks for donating and planting many low-maintenance plants around the Briargate sign.
 - iii. The "Saratoga Drive Crew" jumped into action and cleaned up several trailers loads of branches and debris after a wind storm this past Spring.
 - b. Jim Moeller gave him Treasurer's Report
 - i. Reports from Fiscal years 2021, 2022, and 2023 are included for comparisons.
 - ii. Our insurance rates went up 53% because American Family Insurance will no longer insure associations with more than 10 buildings. Amer Family and the Board scrambled to shop for cheaper rates at the last minute and was able to obtain coverage with State Farm at the vert last minute. Residents should report this change to your mortgage company.
 - iii. A summary of coverage can be obtained from our agents, Jerry Green and Rena Mulnix. Here is their contact information:
 1. State Farm Insurance Company
1464 Twix Town Rd
Marion, IA 52302

319-373-5300

Rena.mulnix.pntp@statefarm.com

Jerryinsureme.com

- iv. Trash/recycling pick-up increased \$100 per month which is their first increase.
 - v. We paid all the expenses we could from our reserves after the derecho which put us in the red financially. Fortunately, our insurance covered the roof replacement for all buildings. And because we were proactive to increase monthly dues last year, our reserves have recovered to \$38,000+.
 - vi. With this year's increase in insurance costs, it will be necessary to increase dues again. On the reverse side of the Treasurer's Report, you will see 3 options and their impact on reserve growth. Option A reflects an increase in dues by \$10 per month, Option B by \$15 per month, and Option C by \$20 per month. Ideally, we should have sufficient reserves to offset the cost of a major catastrophe.
- c. Old Business: Audit Report from the Audit Committee, Cindy Quinlan and Rose Denes.
- i. Rose and Cindy went to Jim's home office and looked at his books and records.
 - ii. Cindy asked for copies of every check and verified each against the bank account records. She spent several months performing her audit going above and beyond what she needed to do.
 - iii. Cindy has volunteered to do the next audit for us.
 - iv. Please see the Committee's Audit Report, which will be an additional page to these minutes.
- d. Board Position Election to vote for a board member to fill Sue Weston's board position. Sue Weston and Deb Krebill were nominated as candidates.
- e. Results of the voting from those present at the meeting for choosing the amount of the increase in monthly dues as well as for the Board Member are the following:
- i. Option B – an increase of \$15 per month for dues. **Therefore, effective January 1, 2024 the monthly debit from your checking account will be \$170.00 or \$175.00 if you pay by personal check.**
 - ii. Deb Krebill is our new Board member. Deb is one of our original residents, the retired Marion Fire Chief, someone who has been involved with community service for many years, has put up American flags on Memorial Day, the 4th of July, and Labor Day, and shoveled our mailboxes, fire hydrants, and storm sewers for years. She has voluntarily been

involved with tree trimming and maintaining the retention pond near her condo. Welcome, Deb!

- iii. Deb Schnyder assisted in the tally of votes.
- f. Revisiting the idea of changing the time of year for the annual meeting reminded everyone that November is a perfect time to review the fiscal year. Because November is the month specified in the bylaws, it would require the same steps to make a change:
 - i. The high cost of hiring an attorney.
 - ii. The vote of most households to approve.
 - iii. The approval of every mortgage company that holds a mortgage in the association.
 - iv. The scope of this project is lofty and not likely to pass.
- 4. Going forward, the annual meeting minutes will only be available on the website, briargatesoa.org. Our email group is very large and we suspect that some are not getting important email communication and/or possibly the attachments. The solution to this is to send an email but create a link to take residents to the website to read the communication. There are some attachments, such as the financials that we don't feel are that public. Those attachments will continue to be emailed.
- 5. Adjournment was at 8:07 PM.

Continue to next page to view Cindy Quinlan's Audit Report

Cindy Quinlan
4421 Derby Drive
Marion, IA 52730
563 593 6337

October 28, 2023

Briargate SOA

Attn: Jim Moeller, President

P.O. Box 1049

Marion, IA 52302

RE: 2021-2022 Audit

Dear Jim,

At the last association meeting for members it was discussed that we could not find someone to do an audit of the books. I was one of the people to volunteer to do an audit. I requested copies of checks and Farmers State provided copies of all checks and Collins Community Credit Union also did to you and you gave to Rose Denes and then I got everything from her to go over. Also you provided a Transaction report that showed all debits and credits to our accounts with the date, check # if applicable, who made out to and memo on most explaining what it was for. I also asked for additional info on some items that ended up being deposits and you provided what were the details of things in the deposits. I have gone over everything provided and everything is good and no problem with our books for 2021-2022 at all. In going over everything and getting additional information to look at it probably took me a total of approximately 3hrs. I am volunteering my time.

I am returning the binder with check copies and transaction reports with my notes on, for the association records, income tax copies and a few copies of bank statements. The next time we need an audit I wish to volunteer

Sincerely,



Cindy Quinlan