

# Briargate Second Owners Association Meeting Notes

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November 12, 2015

The Annual Briargate Second Owners Association Meeting was called to order by Larry Kruger at 6:30 PM.

In attendance were officers Larry Kruger and Janet Powell, Association President and Vice President, respectively. Board members Jim Moeller, Treasurer and Sue Green, Secretary were also in attendance along with 21 association home owners.

## **Meeting Overview**

Larry pointed out the mild winter last year and moderate summer we just enjoyed gave us the opportunity to stay within our budget for snow removal and lawn care. Larry also reduced the number of officers from 5 to 4. He explained the appointment of Sue Green as interim Secretary. Larry proposed the Association work toward going paperless to save money and time. He also will work toward regulating rental units to protect our property values and feels it is important to obtain a copy of a lease agreement as described in our bylaws.

## **Secretary's Report**

Sue Green was introduced. She provided examples of the documents she has implemented to provide lenders the information they need to secure their interest in our properties. Also included was a copy of an informational document available to new residents. She provided information about her background in Customer Service where she learned to create documents and measuring tools for management as well as for the

internal and external customers her teams served. Sue is actively working to obtain email addresses from all of our residents.

### **Treasurer's Report**

Jim Moeller was pleased to announce the association came within pennies of budget this year. Also, we have 2 CD's on account at local banks. We are in very good standing having an excess of \$220,000.00 in our reserve account. One of our largest expenses this year was the cost of trees to replace those that had been destroyed by storms. As of January 1<sup>st</sup>, 2016, association dues will go to \$105 for all residents. There will be a \$5 discount for those using ACH in lieu of writing a check each month. This is not to be confused with an EFT (electronic funds transfer). This is one more step toward going paperless as well as reduce handling costs and errors.

### **Snow Removal, Lawn Care, and Home Owner Concerns**

Janet reminded us that there are some trees that have been tagged for eventual replacement. Some trees may not be replaced. She is keeping the number of replaced trees to 5 per year (ideally). We added new mulch to all of our trees this year.

Board members are in a close relationship with our vendors. She cautioned us to not interrupt their work as this slows them down.

The parking arrangements are: Your 2-stall garage and adjacent driveway. Street parking, where permitted, is not allowed overnight. No recreational vehicles, boats, or camper parking is available.

During the winter months, households with 3 cars is a concern for safe snow removal.

The drainage issues are being addressed. Those with siding and gutter issues will be addressed shortly as we will have all those issues taken care of with one visit.

Janet also reminded us to take ownership of our properties outside. Be responsible to water trees when necessary, pull weeds in rocky areas, etc.

### **Open Discussion**

The Association email Inbox, [briargatesoa@gmail.com](mailto:briargatesoa@gmail.com), should be more diligent to responding in a timely manner. The 4 board members who review those emails are working on a system to improve this. All homeowner concerns are to be emailed to this Inbox to be recorded and responded to.

What is covered by the Association? The Fab 5: gutters, fascia, shingles, garage doors, and aluminum trim.

There has been a proposal to build a shelter house in the green area off 44<sup>th</sup> Street, between REC Dr and Derby Dr. It could be used by residents for family gatherings, etc. We will not be using money in the reserve fund for this construction. The estimated cost would be \$10,000 to \$30,000. If you want to contribute to this fund, Jim has agreed to collect all contributions. If we never collect enough money to fund the project, the money will be refunded to the contributors.

Cheryl Dlouhy proposed we go back to holding our meetings two times a year. The group was in agreement to hold a Spring Meeting in 2016 as well as a Fall Meeting. The cost of having the meetings at the Lowe Park location are much more cost effective and the atmosphere is very pleasant. Refreshments will be considered.

### **Election of a Board Member Replacement**

Sue Green was nominated for the position of Association Secretary; the nominations ceased and Sue was appointed to the position of Secretary. And she is very pleased.

The date of the meeting in the Spring will be sent out a month in advance.  
We will meet at 6:30PM at Lowe Park.

If you are not currently receiving emails from me, please send me your email address. You will continue to receive my notifications by US Mail otherwise. It is very important that I have as many email addresses as possible to make our communication easier and faster. Thank you. –Sue

[sue.green0709@yahoo.com](mailto:sue.green0709@yahoo.com)

Motion to adjourn was made at 8:30 and was passed unanimously.

Sue Green, Secretary

Briargate Second Owners Association

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