

Brandy Mill HOA  
Minutes  
Board of Directors Meeting  
Sunday August 14, 2022

---

Opening: President Kevin Tetrault opens the meeting

\*Robert's Rules of order applied as guidelines.

Meeting Start Time: 11:15 am

**ROLL CALL:**

Kevin Tetrault - Present

Susan Sammons - Present

Ross Green - Present

APPROVAL OF THE MINUTES: meeting minutes from July meeting approved.

**FINANCES:**

Dues still have not been collected: 7 Homeowners. One homeowner owes dues for 2 (two) years. Discussed charging a late fee. It is not in the covenant or bylaws. Will be able to put a lien on the property to collect the debt. Sending out notices in September. No money has been transferred into savings because we have not collected \$1,200 of dues. No money has been withdrawn from savings. All Bills are paid on-time.

**COMMITTEE REPORT:**

1. COA - NONE
2. ARC - NONE

**FINISHED BUSINESS:**

1. Spoke to a homeowner about a violation warning.
2. Updated website: Included new page for Meeting Minutes onto the website.
3. Added a payment to Zelle onto the website to pay Annual Dues. Also Added CASH APP onto the website for the same purpose.

## **UNFINISHED BUSINESS:**

1. Has anyone asked for volunteers?  
Flower bed planting - NO
2. ARC Committee - Susan is currently doing the paperwork  
Welcome Committee - Need volunteers to Welcome new homeowners.
3. Has Joe P finished the By-Laws changes? Has Judy contacted anyone on the Board yet with the finished signatures? This has been going on all spring and summer.
4. We are working on the new By-Laws and sent ideas over to the attorney?  
We need approval from the members. Will bring this up at the Annual meeting.
  - a. If you quit the board without fulfilling your term for reasons other than medical, you will never be allowed to apply again for a position.
  - b. Above-ground pool approval with proof that it will be covered on your homeowners insurance. The homeowner will be required to install a 6 ft privacy fence and also have a 1/3 area professional deck installed to make it a more permanent structure. ARC needs approval and periodic inspections will be required for safety.
  - c. Social media: No board member should post derogatory or slanderous comments on social media anytime toward another board member or homeowner. This leads to immediate dismissal of duty. There will also be tolerance to an additional social media page created about the community from a board member while on the board. This will also lead to immediate dismissal of duty.
  - d. No member of the board will be allowed to go into a contract with a Management Company without the required 2/3 approval (137 members).

## **NEW BUSINESS:**

1. New homeowner Gift bags for 106 Old Carriage Ct., 304 Rice Mill Dr., 437 Brandy Mill Blvd.
2. Getting bids for power washing the Front Signs and surrounding sidewalks.
3. Alpha Cutz will trim back trees and bushes along the front entrances.
4. Sending out Lien notices to homeowners who have not paid their dues.
5. Creating a questionnaire as a feeler for the annual meeting about by-law changes.
6. Begin to work on financial reports and annual meeting notice. Mail out by the second week of October. To be 10 days- requirement of notice.

