

Brandy Mill HOA
Board Meeting
July 19, 2023
Ken's House @ 7:30 pm - 9:20 pm

CALL TO ORDER: President, Kevin Tetrault

ROLL CALL: Kevin Tetrault, Susan Sammons, and Ken Gilbertie

APPROVAL OF THE MINUTES: Approval from June 1, 2023

Guest

Stephen Corkum

TOPIC ITEMS AS WRITTEN:

FINANCES

1. Financial Report Update
 - A. Balance as of 06/30/2023 - \$17,641.57
 - B. \$150 dues received on July 11, 2023
 - C. 7 still owe.
 - D. Go over creating a new budget next month for 2024.
 - E. Special Assessment notice \$34 from each homeowner for repaired drainfield plus \$16 for more ditch issues around the neighborhood.
Total \$50
 - F. Discuss raising dues to \$200-\$225 for the year. Many maintenance projects need to be completed. Cost of Expenses are leaving us short from maintaining our issues and upkeep on signs. Landscaping at each sign needs updating.

COMMITTEES

1. ARC -
2. COA-
3. Violation- Violation letters
6 drawn up

NEW BUSINESS

1. Printed out *The Board Member Tool Kit from Community Association Institutes* for five Board Members.
2. Raising Dues, violation fines, late notice fees. Money used for maintenance improvements, updating our three signs and landscaping projects.

FINISHED BUSINESS

1. Violations update -101 Split Oak - P.O.D. Removed
412 Bridleford Dr - Car Removed
2. Met with Stephen Corkum - subject Violation issues. 20 minute meeting. Asked about us setting a fee schedule. Gave us a reference for an advisor to help manage HOA Board of Directors.

UNFINISHED BUSINESS

1. Emails from Stephen Corkum concerning numerous violations in the neighborhood. #13 Unsightly materials 6 homes are in violation.
2. Other issues are occurring at other drainage areas in the neighborhood. Discussing getting a loan for maintenance.
3. Discuss possible a Management Company that has a hands off approach?
 - a. Possibly Hire a person with management experience to help bring our HOA to current time.
 - b. Update by-laws and covenants and setting a fee schedule due to so many violation issues. (Hands are tied).
 - c. Change $\frac{2}{3}$ clause so the Board of Directors has more decision power since the community does not participate.
4. Beautification for our community. We need a beautification campaign.
We need volunteers.
5. Landscaping upgrades.

Your Fiduciary Responsibilities

No matter what your position every board member has a fiduciary duty to act in the best interest of the association as a whole. You must exercise sound business judgment, respect the confidentiality of board deliberations and decisions, and avoid real and perceived conflicts of interest. In short, you must execute your responsibilities in good faith, with good judgment, without conflict, and by always putting the association's interest above your own.

