**Brookwood Hills II HOA Board of Director Meeting**

**March 7**

**7:00 pm**

**3700 Edgewater Drive**

**Call to Order**

**Accept the resignation of Brian Tompkins as President. Motion/2nd and Vote**

**Accept the resignation of Cheryl Frech, Treasurer** Motion/2nd and vote

**Nominate and Elect Mark Ferguson as Treasurer. Welcome Mark. Motion/2nd and Vote**

**ANNOUNCEMENT:** Jack Connell and Jackie Piland have agreed to serve as the Architectural Control Committee. I sent emails with the CCR’s.

**Treasurer Report – Interim Treasurer Amy Sabol, Secretary** $27,000 in Savings and Checking. We have 3 months left in this budget. Typically our bills run around $1,000/mos average ($3,000) without any additional emergency projects. Knowing the averages and The costs to treat the pines it will lower our balance to $18,000 by June 1st.

**Secretary – Minutes** –Motion/second to approve/Vote

**Brookwood Hills II of Texas Homeowners Association**

 **Board Meeting Minutes**

**3700 Edgewater Drive Bedford, TX 76021**

**10/03/2022 - 7pm**

Meeting was called to order by President Brian Tompkins. A quorum was reached. Minutes were approved with a motion by Treasurer Frech, seconded by Director, Graves.

Treasurer update: $38, 025.15 Cash on hand. 2 delinquent members (one has agreed to the Alternative Payment Plan).

Double-check will be installed on October 5th at Edgewater Drive. It is a budgeted item. The neighborhood by law is required to have one and has never had one since the neighborhood was completed. Masterscapes will install for $2,300, a budgeted item.

Insurance for Directors and Officers is being worked on by Cheryl Frech, Treasurer.

Board of Directors is researching hiring an attorney for our HOA documents. Director Graves is researching attorney. The board has also decided to price a HOA management company to run our organization. Director Graves is researching attorney. President Tompkins is looking for a management company. Secretary Sabol has red lined our CCT’s and Bylaw documents for improvement. She has found redundancies and confusing language. The current documents will need revision. Suggests all the directors read through the documents before an attorney is engaged. The attorney will be budgeted next Spring.

Secretary Sabol has posted the proposed Rules and Enforcement policy on website. The fines and procedures need to be established and published. The board tabled the topic to another meeting.

The Directors have asked for volunteers for the Architectural Review Committee. We need two or three. We have had only one resident offer to serve.

The fence on Central is a concern. The Directors will be asking the residents living on the East side of Oak Cove Lane to help devise a plan for the street. The fence along Central is important to the value of our neighborhood. The residents along Central need to be engaged in the conversation. A letter of request will be dropped off in each of the Oak Cove Lane resident’s boxes by President Tompkins.

The directory work has started. Secretary Sabol reports there are 24 not responding to email registry. She will go door to door and deliver the form the residents not answering the request to participate.

National Night Out – Director Graves has treated the boulevard for fire ants and her husband Carey will be fogging the area at 5:30 for mosquitoes on October 4th. Corn Hole, Jenka, Ice Cream Truck will arrive at 5:45. Live Music with Trinity River Ramblers. Police and Fire will attend if possible.

Rental Storage building cost has increased to $60/mos.

Lights on Edgewater have been an issue for over 8 years. Director Graves will be getting electrician quotes on getting the lights working before the Holiday lights are installed. HOA budgeted $628.00 but it was a rough estimate established during Budget work.

The meeting was adjourned at 8:30.

Prepared by:

Amy Sabol, Secretary BWHII HOA

**Business**

**Budget** – Pert, Ann and Mark – must have ready for General Meeting 1st Week in May. Discussion

A room must be scheduled hopefully at St. Timothy’s – one of the committee members must find a location.

**Dues Increase** – How much? How should we inform the membership? We need a motion/second and a vote

As a board we may raise the dues 15% (up to $33.75) a year without membership approval. We would raise an additional $3,071.25. We

**Dues Increase (continued)**

must inform the membership one month before billing. April 1. Recommendation we send the members a note about the reasons for the increase (by Ann). Here is a start to the list;

1. Reserves are depleted and projects such as tree trimming trees on Cummings cost $4,000-$4,500 each time. We trim bi-annually.
2. Pine Trees (Cost to save and/or replace in near future, Move lights from dead pines, repair irrigation after removal of tree) No estimate except to cut down dead tree at the top of Brookwood Blvd is $1,600 to cut and grind stump. So far the acceptable treatment is $4800.
3. Inflationary costs
4. First increase since 2015
5. Major repairs were experienced in 2022.
6. Trees on Cummings are trimmed Bi-Annually (2023)
7. Irrigation
8. Attorney

**May 1st at General Meeting we will elect new board members –**

1. We need to solicit for board members.
2. Rules are in our Bylaws about how to carry out vote. We must follow them. Voting for officers and also the Budget Presentation.

**Oak Cove residents about Fence along Central.**

* **Approval of contact letter. Trying to get a policy agreement from residents.**
* **Date to set up meeting**

**Motion to contact residents on Oak Cove Lane/2nd/vote**

**Schedule Next Board Meeting in March and April**

**Adjournment Motion/2nd/vote**