

**Townhomes of Brevard HOA
Board of Directors Meeting
January 11, 2023**

Minutes

1. Call to Order

The meeting was called to order at 6:00 pm.

2. Determination of Quorum

Quorum was established with 5/5 members present.

3. Approval of Minutes-Joanne Minchak motioned to approve the minutes from November 21, 2022, 2nd by Amy Mckowen and approved by all.

4. Report of Officers: None

- a. **Management Report-**Rick Whitman from Fairway Management reported that the Operating Account had a balance of \$62,030.57 and the Reserve Balance was \$29,691.94 at the end of 2022. Rick will transfer \$37,000 from the Operating account to Reserves in January since only \$25,000 is needed each month for operating costs. Rick further explained that the Reserves are so low due to the \$135k needed to pay the insurance premiums the last four years (The difference between the budget and the actual insurance premiums). Rick reminded the Board that unless the monthly fees were dramatically increased in the next year or two, the Reserves would be far short of the needed roof funds when the roofs would need to be replaced (Approximately 10-15 years), thus requiring up to a \$6k special assessment to help pay for the reroof.

The Board agreed that Rick should present this information at the Annual Meeting in February and then the Board will approve a letter explaining the same to go out to all owners shortly after the Annual Meeting. Rick will add the Reserves issue to the notice for the Annual Meeting.

5. Old Business:

- a. **Declarations Revisions-**Donna Campbell, Amy McKowen and Joanne Minchak did not meet as planned but will meet in January.
- b. **Invasive Trees-**The Board reported that Jeremy has done all but a stump between units 16 and 17 which Rick will ask Jeremy that it be ground down.
- c. **Gutter Cleaning-**Jeremy will do the gutters at a much lower cost than initially quoted due to mainly just the carport gutters needing to be done.
- d. **Light Post-**The Board reported that the light post was repaired.
- e. **Roof Leaks-**Alberto reported that only Unit 37 and one other needed to be repaired. He also reported that there was a fascia and a hole in a carport that needed to be repaired.

6. New Business:

- a. **Annual Meeting-**The Annual Meeting will be held on Thursday, February 9th at 6pm in the Church. Rick will contact the Church for a room. Amy McKowen, Donna Campbell, Joanne Minchak and Tammy Redmond will be candidates for the Board. Christian Brown was told to submit the Intent form if he wants to be a candidate for the Board.
- b. **True Green-**True Green does not treat for fire ants and if done it would be an additional expense. Christian Brown offered to look into having them or another company treat for fire ants.
- c. **Insurance-**Christian Brown offered to look into other insurance companies for lower rates.
- d. **Light Bulbs-**Christian Brown offered to replace the burned-out light bulbs at six locations. Amy McKowen will give Christian the six light bulbs already purchased.

- e. **Mulch**-Donna Campbell will talk to Jeremy about mulching and leaving space between the mulch and the buildings. It was suggested that the old mulch be removed before mulching due to greater chance of bugs living in the decaying mulch that is there.

Next Meeting-Annual Meeting on Thursday, February 9, 2023, at 6pm at the Church.

Adjournment-Motion to adjourn meeting at 6:45 pm, approved by all.
Minutes prepared by Rick Whitman.