

**Townhomes of Brevard HOA  
Board of Directors Meeting  
October 12, 2022**

**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 September 14, 2022, 2<sup>nd</sup> by Donna Campbell and approved by all.

**4. Report of Officers:** None

- a. **Management Report-**Rick Whitman from Fairway Management reviewed the 2023 Budget Worksheet and explained that the increase in the Insurance is causing the monthly assessment to increase by 10% and that the fully funded Reserves contribution had to be reduced in order to keep the monthly assessment at a 10% increase. Rick asked the Board to review the 2023 Budget Worksheet and send him copy the entire Boad withs an email regarding any changes to the proposed 2023 Budget.

**5. Old Business:**

- a. **Declarations Revisions-**Donna Campbell, Amy McKowen and Joanne Minchak confirmed with Patrick Anderson the attorney, that because the deeds to each unit included the Declarations, that the Covenants can be enforced by the Association. Regarding any changes to the Declarations, the Board will meet to review any changes.
- b. **Invasive Trees-**The Board reported that Jeremy still had to remove the stumps.
- c. **Gutter Cleaning:** The Board agreed to have Alberto clean the carport gutters.
- d. **Rats-**Rick Whitman reported that Sunstate Pest Control reported that the six traps were all or partially cleaned of bait. The Board agreed to maintain the traps for one more month.
- e. **Unit 26-**The owner of Unit 26 agreed to remove any stored items once the vendor removed the materials. The owner also indicated that the golf cart was street approved and he was reminded that each unit only has two parking spaces.
- f. **Fining Committee-**The Board is continuing to look for the three members to be on the committee.
- g.

**6. New Business:**

- a. **Roof Leaks-**The Board agreed that when an owner reports a roof leak that Alberto Nobili will check the unit and advise the Board of his findings and recommendations.
- b. **Unit 1 and Church Fence Repairs-**The Board agreed, after reviewing more expensive quotes, that the vendor that Alberto has who will repair both fences should send the proposal to Rick Whitman who will send to the Board for approval.
- c. **Light Post-**Rick Whitman reported that he contacted Rusty from Universal Electric to repair the post lamp.
- d. **Unit 46 Emails-**The Board asked Rick Whitman to send them the emails from Kokotis who owns Unit 46 and wants the Association to pay for the inside damage.

**Next Meeting-Board Meeting on November 9, 2022, at 6pm to approve the 2023 Budget**

**Adjournment-**Motion to adjourn meeting at 7:13 pm, approved by all.

Minutes prepared by Rick Whitman.