

Briarwood Falls Association
Executive Board Meeting Minutes
October 12, 2023 11:00 AM

(Approved November 9, 2023)

<p>5) Treasurer's Report</p>	<ul style="list-style-type: none">• Karen presented the financial statement for the last month, September 2023:<ul style="list-style-type: none">➢ Total Income: \$27,144➢ Total Expenses: \$32,667➢ Difference -\$5488➢ Total Reserves at the end of month: \$114,225➢ CD Balance (Reserves) \$102,230➢ Business Checking Balance \$21,549 <p>Chris Norman asked if report could show total reserves including the CD as one amount.</p>
<p>6) Repairs and Maintenance</p>	<ul style="list-style-type: none">• Bill presented M&R Tracking report highlighting the tasks completed since last meeting. M&R Tracking reports are filed in folder at Community Center for Owners to review.• Approvals for Window Repairs. Following discussions about new unexpected M&R expenses and an anticipated shortfall of \$1600+ for 2023 M&R Budget, Bill made motion to postpone approvals for remaining window repairs until November meeting. Karen 2nd motion. All approved.• Status 80 Mockingbird Wall & flashing Repairs. Bill described problems found during repairs, which were likely the cause of water leakage, included plugged drain on transom window and light fixtures not properly flashed.• 16 Oriole Roof Leak & Drywall Repairs Joe discussed need for the repairs and 4 quotes that were received for same. Bill made motion to accept and approve Guaranteed Roofing to repair roof leak (\$2818.28) and Done Once-Done Right Home Improvements to repair damaged/molded drywall on unit outside wall at entryway (\$372.25). Joe 2nd motion. All approved• 5 Snowbird and 9 Oriole water leak Repair. Details about repairs needed were discussed. Quote was received from Guaranteed Roofing for \$1414.13 to do needed repairs on the two units. Bill made motion to accept quote and approve Guaranteed Roofing to do repairs. Dave 2nd motion.

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<p>11) RFQ Committee Volunteers</p>	<ul style="list-style-type: none"> • Joe reported that Chris Norman and Ron Sabatos volunteered for the committee to prepare a Request for Quotation for our landscape, fertilization, and snow removal services. In light of pending Board activities to finish the year end, Pat made motion to postpone commencing this committee until 2024. Bill 2nd motion All approved
<p>12) Old Business</p>	<ul style="list-style-type: none"> • Knox Box update. Joe reported that only Dayville Fire Company has key to this secure key box. Fire Company came to CC and opened box to check for keys. Box has 2 keys: one for front/back and one for fire alarm monitoring system. • Training for ZOLL AED Plus Defibrillator Joe reviewed several training videos on how to use ZOLL AED. He recommended to use the ZOLL Practice Video that came with the unit. It shows two cinerous using the AED: 1. Using AED alone; 2. Using AED with one or more people assisting. It is about an 8-minute video. Decision was made to show this video to community members at the October 26th Community Meeting.
<p>13) New Business</p>	<ul style="list-style-type: none"> • Pat requested we look into getting a 2nd microphone to use for recorded board meetings, particularly for community member input. Joe will do research on available systems that can connect to the host computer used for Zoom and report at next meeting.
<p>14) Next board Meeting</p>	<ul style="list-style-type: none"> • Community Meeting, October 26, 2023 at 6:30 PM • Exec Board Meeting, November 9, 2023 at 11:00 AM
<p>15) Community Member Input</p>	<ul style="list-style-type: none"> • Nancy Daley asked if we could write into the Declaration that the errors in the Sch A-2 be corrected upon resale of the units? The Board responded that this would still require unanimous approval of owners and further having looked into this in the past, we found that it could not be done. • Vern Himes stated that from listening to discussion about the M&R budget strain he understood the decision to put off approval of the window repair for his unit. He expressed his disappointment that washing units was to be moved into 2024 and requested his unit be done. He also asked if he had to submit another waiver to replace his storm door if it was not done within 6-months under current approved waiver. The Board told Vern that his unit was near the top of unit wash priority list. Also, Board confirmed that he would have to submit a new waiver if 6-month time limit was exceeded.

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	<ul style="list-style-type: none"> • Ron Sabatos stated his son Steven's gratitude for the thankyou note the Board sent him in regard for the deal he got for us for the Defibulator. He then stated his disappointment that the letter about the proposed Sch A-2 error corrections discussed at meeting was not including the bump-out/basement stairway on the 34 Ranch units. He also asked how the Board was going to proceed on this issue if the new correction attempt failed and encouraged the Board to move again to promote adoption of a common fee. Ron also pointed out that the actual surplus carryover from last year was \$8,200 versus \$11,000 stated in budget which we have already used up end of September. He cautioned Board to be aware of this as we manage the year-end budgeted spending. • Chris Norman stated, re the proposed Sch A-2 correction, it would be most helpful if the Board pursued this venture as a benefit to the entire community rather than treating it as effecting only a few people. • Chris Norman and Pat O'Rourke discussed the legal process for acting on the 80% vote provision in the statute. It was clarified that if 80% or more voted in favor of an amendment, our attorney could take this to a Judge for decision on whether or not the amendment could be approved for all owners. If so, our attorney would notify those opposed of the decision and it would be their right to take action against the Association to reverse the decision.
16) Adjourn	<p>Pat called for motion to adjourn meeting. Bill made motion to adjourn. Joe 2nd motion All approved. – Meeting was adjourned at 1:10 PM.</p>

