

**Briarwood Falls Condo Association
Executive Board Meeting Minutes
July 15, 2021 10:00 AM**

Chair: Chris Burke

Minutes Submitted by: Karen Pontrelli

Board Members Present: Chris Burke, President, Pat Perna, VP, Karen Pontrelli, Treasurer, Bill Cucchi, Director, and John Pacheco, Director

Guests: Maureen Turbitt, Pat O'Rourke, Chris Norman, Deb Haraldson, Ron White, Sue Furmanski, Joe Geiger, Walter Rosinski, Ron Sabatos, Rose Ogden, and Art Rickey

Board Members Absent: None

TOPICS	DISCUSSION	ACTION
1) Call to Order	<ul style="list-style-type: none"> • Chris called the meeting to order at 10:00 AM. 	
2) Additions to Agenda	<ul style="list-style-type: none"> • None 	
3) Community Member Input	<ul style="list-style-type: none"> • None 	
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> • Bill moved to accept the minutes for June 10, 2021. John seconded the motion. The motion was adopted. 	
5) Repairs and Maintenance	<ul style="list-style-type: none"> • Bill provided a Repairs and Maintenance update. <ul style="list-style-type: none"> ○ 9 Mockingbird damaged garage door – fill and paint dent. ○ 10 Mockingbird – two cracks in foundation. ○ 70 Mockingbird – two posts on porch need repair. ○ Bare spots in lawns need repair. ○ 79 Mockingbird and 17 Oriole – Ron Baribeau will add mulch and retention ponds to contract next year. ○ 1 Snowbird – driveway ○ 5 Grouse – damaged siding ○ 9 Oriole – water issues ○ Windows – glass replaced on four windows ○ Ron W. cleaned up detention pond behind 66 MB, power washed several units, painted shutters and garage doors, repaired foundation cracks, 	Bill will submit a proposal.

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	<p>reattached gutters, painted the steps at the Community Center, and replaced flag.</p> <ul style="list-style-type: none"> ○ 4 Oriole – Richard Dana spoke about the A/C unit installation - pipe cut through the middle of the shutter. ○ Pat made a motion to have the pipe painted to match the shutter rather than make another hole in the unit. John seconded the motion. The motion was adopted. ○ Ron W. will be retiring at the end of the summer. Bill spoke with two property workers. Both are licensed and insured. 	<p>Setup a meeting to speak with the Board.</p>
<p>6) Committee Reports</p>	<ul style="list-style-type: none"> a) Landscaping <ul style="list-style-type: none"> ○ Nothing to report. b) Social Activities <p>Pat provided an update.</p> <ul style="list-style-type: none"> ○ The committee met on July 13 and established sub-committees for decorating, inventory for supplies, library, correspondence, and game nights. ○ September 18 – community picnic and food drive ○ Other events: Halloween, football, and Christmas/holiday parties. ○ Each event will have a 50/50 raffle. c) Declaration <p>Joe Geiger provided an update.</p> <ul style="list-style-type: none"> ○ Members of the committee spoke with Attorney Chas to answer several questions. ○ Several presentations will be scheduled. 	
<p>7) Treasurer's Report</p>	<ul style="list-style-type: none"> ● Karen provided the Treasurer's report. <ul style="list-style-type: none"> ○ Total income for the month of June = \$22,797 ○ Community Center utilities = \$287 ○ Repairs and Maintenance = \$61 ○ Total expenses = \$20,828 ○ Difference between income vs. expenses = \$1,968 (surplus) ○ YTD Difference between income vs. expenses = \$1,325 (surplus) ○ Reserves total = \$152,692 	

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	<ul style="list-style-type: none"> ○ Will re-invest a portion of the reserve account when CD interest rates improve. 	
8) Waivers	<ul style="list-style-type: none"> ● Waivers approved: <ul style="list-style-type: none"> ○ Two irrigation systems; mini split for front room; widen driveway; composite decking and rails over patio; add patio blocks under deck; generator. 	Full report sent to Board.
9) Discuss Meeting Schedule for 2021 - 2022	<ul style="list-style-type: none"> ● Pat moved to accept the meeting schedule she presented. Bill seconded the motion. Minor changes were made to the schedule. ● Pat moved to accept the schedule as amended. Bill amended his second. The motion was adopted. 	Chris will send to the community.
10) Qtr. Community Meeting Agenda and Terms for Directions	<ul style="list-style-type: none"> ● Review of Directors terms. Chris mentioned terms must be set by the Association. He proposed that we present the schedule at the Community meeting to be voted on. 	
11) Flag from Tom Gaylord	<ul style="list-style-type: none"> ● Ron White replaced the flag. 	Karen will notify Tom Gaylord.
12) Old Business	<ul style="list-style-type: none"> ● Community Center <ul style="list-style-type: none"> ○ Purchasing supplies – Pat picked-up masks, goggles, wipes, and cleaning spray for the mister. ○ Chris recommended that the committee come up with a group of people to purchase supplies. 	
13) New Business	<ul style="list-style-type: none"> ● Pat moved to have Karen deposit any surplus over \$300 from the 50/50 raffles to be added to the Community Center line item. John seconded the motion. The motion was adopted. 	
14) Next Board Meeting	<ul style="list-style-type: none"> ● Executive Board meeting will be August 12, 2021 at 10:00 AM. 	
15) Community Member Input	<ul style="list-style-type: none"> ● Pat O'Rourke asked that a copy of meeting schedules be sent to her for the website. ● Sue Furmanski asked if the landscapers would blow the debris off the walkway after cutting. ● Deb Haraldson mentioned that water was leaking into the basement from the East wall. ● Chris Norman asked for a copy of the master insurance policy for the Declaration 	Karen will provide.

**Briarwood Falls Condo Association
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	<p>Committee.</p> <ul style="list-style-type: none"> • Joe Geiger requested a copy of Amendments 27 and 28. 	“
16) Adjourn	<ul style="list-style-type: none"> • Chris asked for a motion to adjourn the meeting. John moved to adjourn. Bill seconded the motion. The motion was adopted. • The meeting adjourned at 11:01 AM. 	