

**Briarwood Falls Condo Association
Executive Board Meeting Minutes
May 13, 2021 10:00 AM**

Chair: Pat Perna

Minutes Submitted by: Karen Pontrelli

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

Guests: Art Rickey, Tom Lapreay, Deb Haraldson, Ron White, Ron Sabatos, Lynn Geiger, Joe Geiger

Members Absent: Chris Burke, President (vacation)

TOPICS	DISCUSSION	ACTION
1) Call to Order	<ul style="list-style-type: none"> • Pat called the meeting to order at 10:00 AM. 	
2) Additions to Agenda	<ul style="list-style-type: none"> • Minutes for April 29. 	
3) Community Member Input	<ul style="list-style-type: none"> • None 	
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> • John moved to accept the April 8, 2021 minutes. Bill seconded the motion. All were in favor. • John moved to accept the April 29, 2021 minutes. Pat asked for an amendment to be made. Karen seconded the motion to approve the minutes with one amendment. All were in favor. 	
5) Repairs and Maintenance	<ul style="list-style-type: none"> • Bill provided a Repairs and Maintenance update. <ul style="list-style-type: none"> ○ Brilliant Basements will begin work on May 18, 2021. All work should be completed by the end of May. ○ Ron White has done miscellaneous work around the community – painting of shutters, garage doors, reattached gutters, etc. 	
6) Committee Reports	<ul style="list-style-type: none"> a) Landscaping <ul style="list-style-type: none"> ○ 79 MB - add a temporary raised garden. ○ 79 MB - add bushes around existing deck. Bill mentioned both requests were approved. b) Social Activities <ul style="list-style-type: none"> ○ Pat mentioned the Social Activities committee would plan a future event to add a memorial plaque to the stone under the flag. 	

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	<ul style="list-style-type: none"> ○ The committee has discussed having another food drive. <p>c) Declaration</p> <ul style="list-style-type: none"> ○ Chris Norman mentioned Joe Geiger was elected Chair for the committee. ○ Members expect to have information to share at the next Board meeting. ○ The next committee meeting will be Wednesday, May 19, 2021. 	
7) Treasurer's Report	<ul style="list-style-type: none"> ● Karen provided the Treasurer's report. <ul style="list-style-type: none"> ○ Total income for the month of April = \$22,941 ○ Landscaping – we added an extra fertilization = \$11,806 ○ Community Center utilities = \$377 ○ Repairs and Maintenance = \$1,028 ○ Total expenses = \$22,359 ○ Difference between income vs. expenses = \$582 (surplus) ○ Reserves total = \$147,256 	
8) Waivers	<ul style="list-style-type: none"> ● Bill mentioned there were nineteen waivers approved in April. The majority were for sealcoating. 	
9) BF Collection Policy	<ul style="list-style-type: none"> ● Karen mentioned that the adopted collection policy would be sent to the community for review and comment. The Board will consider comments received from the community. ● Pat mentioned there was a collection policy that the previous attorney, Matt Perlstein, had written. ● Karen has contacted the attorney who is in charge of probate for a previous owner. He will contact us once probate has been completed. 	Pat will provide a copy of the policy to the Board.
10) Old Business	<ul style="list-style-type: none"> ● Karen moved to discuss the opening of the Community Center. John seconded the motion. ● A discussion took place. <ul style="list-style-type: none"> ○ In order to keep the center clean, we could ask for volunteers or hire a custodian. ○ John suggested that we implement a limited schedule for the center's use. ● Pat asked for a vote. In favor: 0. Opposed: Bill. Abstain: John and Karen. The motion was defeated. ● John moved to add the opening of the Community Center to the agenda for the next Executive Board meeting. Karen seconded the motion. All were in favor. 	Add to agenda for June 10th.

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11) New Business	<ul style="list-style-type: none"> • None 	
12) Next Board Meeting	<ul style="list-style-type: none"> • Next Executive Board meeting will be June 10, 2021 at 10:00 AM. 	
13) Community Member Input	<ul style="list-style-type: none"> • Ron White mentioned the visitors clean the equipment at the Y, and suggested we could do the same. • Ron White mentioned there would be a vote on May 27 to increase the Dayville Fire tax. • Chris Norman suggested we could implement a sign-in sheet for the Community Center to track activity. • Deb Haraldson asked if there was a chosen vendor to clean the dryer vents. 	Add to agenda for June 10th.
14) Adjourn	<ul style="list-style-type: none"> • Pat asked for a motion to adjourn the meeting. Karen moved to adjourn. Bill seconded the motion. All were in favor. • The meeting adjourned at 10:55 AM. 	