

**Briarwood Falls Condo Association  
Executive Board Meeting Minutes  
August 12, 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:** Carl Olausen, Walter Rosinski, Ron Sabatos, Chris Norman, Paulette Carli, Sue Furmanski, and Ron White

**Board Members Absent:** Joe Geiger, Secretary

TOPICS	DISCUSSION	ACTION
1) Call to Order	<ul style="list-style-type: none"> <li>• Chris called the meeting to order at 10:00 AM.</li> </ul>	
2) Additions to Agenda	<ul style="list-style-type: none"> <li>• None</li> </ul>	
3) Community Member Input	<ul style="list-style-type: none"> <li>• There was no community input.</li> </ul>	
4) Approval of Board Meeting Minutes	<ul style="list-style-type: none"> <li>• John moved to accept the minutes for July 15, 2021. Bill seconded the motion. The motion passed unanimously.</li> <li>• Pat moved to accept the minutes for August 5, 2021. Bill seconded the motion. The motion passed unanimously.</li> </ul>	
5) Repairs and Maintenance	<ul style="list-style-type: none"> <li>• Bill Cucchi provided a repairs and maintenance report.               <ul style="list-style-type: none"> <li>○ The Board will meet with Bill Ross, candidate for repairs and maintenance position. Hourly rate, \$25.</li> <li>○ Bill moved to repair the driveways at 1 and 2 Snowbird Drive. John seconded the motion. The cost will be \$1,924. The motion passed unanimously.</li> <li>○ An irrigation system is being installed at 12 Skylark. The water line shut off might be under the driveway. The water department was not able to trace at this time.</li> <li>○ Miscellaneous repairs completed.</li> </ul> </li> </ul>	

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<p><b>6) Committee Reports</b></p>	<p>a) Landscaping</p> <ul style="list-style-type: none"> <li>○ Bill moved to have the lawn at 15 Oriole repaired. John seconded the motion. Ron B. will repair 3 and 4 Oriole. The cost will be \$1,754. The motion passed unanimously.</li> <li>○ 79 Mockingbird and 17 Oriole – for mulch only – a quote of \$2,000. The other option would be to plant grass and add mulch for \$3,000.</li> </ul> <p>b) Social Activities</p> <p>Pat provided an update.</p> <ul style="list-style-type: none"> <li>○ The committee will meet next Tuesday.</li> <li>○ A resident would like to show community members how to create a craft.</li> <li>○ The football game party to-be planned.</li> </ul> <p>c) Declaration</p> <p>Chris Norman provided an update.</p> <ul style="list-style-type: none"> <li>○ Members of the committee will have the revised Declaration ready to present at the next Board meeting.</li> </ul>	<p>Bill will request a quote to add spreading shrubs.</p>
<p><b>7) Treasurer’s Report</b></p>	<ul style="list-style-type: none"> <li>● Karen provided the Treasurer’s report. <ul style="list-style-type: none"> <li>○ Total income for the month of July = \$23,172</li> <li>○ Community Center utilities = \$399</li> <li>○ Repairs and Maintenance = \$1,590</li> <li>○ Total expenses = \$19,680</li> <li>○ Difference between income vs. expenses = \$3,492 (surplus)</li> <li>○ YTD Difference between income vs. expenses = \$4,817 (surplus)</li> <li>○ Reserves total = \$155,354</li> </ul> </li> <li>● Special Assessment review.</li> </ul>	<p>To-be distributed to community.</p>
<p><b>8) Waivers</b></p>	<ul style="list-style-type: none"> <li>● Waivers approved: <ul style="list-style-type: none"> <li>○ Four waivers were approved.</li> </ul> </li> </ul>	<p>Full report sent to Board.</p>
<p><b>9) Assignment of Duties for Directors</b></p>	<ul style="list-style-type: none"> <li>● Duties assigned.</li> </ul>	<p>Karen - revise list and send to Board.</p>

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<b>10) Old Business</b>	<ul style="list-style-type: none"> <li>• There was none.</li> </ul>	
<b>11) New Business</b>	<ul style="list-style-type: none"> <li>• There was none.</li> </ul>	
<b>12) Next Board Meeting</b>	<ul style="list-style-type: none"> <li>• Executive Board meeting will be September 16, 2021 at 10:00 AM.</li> </ul>	
<b>13) Community Member Input</b>	<ul style="list-style-type: none"> <li>• Ron White will ask Bob Gatineau to address the light at the front entrance.</li> <li>• The Board heard from Ron Sabatos, Chris Norman, and Walter Rosinski.</li> </ul>	
<b>14) Adjourn</b>	<ul style="list-style-type: none"> <li>• Chris asked for a motion to adjourn the meeting. Karen moved to adjourn. Bill seconded the motion. The motion passed unanimously.</li> <li>• The meeting adjourned at 10:58 AM.</li> </ul>	