

Briarwood Falls Association
Executive Board Meeting Minutes
February 9, 2023 10:00 AM
 (Approved March 9, 2023)

<p>7) Waivers</p>	<ul style="list-style-type: none"> • 5 Starling to expand deck – Board recommended the waiver be sent to Committee for review and give recommendation for action.
<p>8) Proposed Waiver for Home Security Alarms</p>	<ul style="list-style-type: none"> • Karen made a motion for discussion of the two proposals being considered. Dave 2nd motion Discussed the scenarios of the proposed action on this topic: <ol style="list-style-type: none"> 1. Require a waiver for installation of a home security alarm system but first poll the community to find out how many are now installed and then decide action for a waiver. 2. Do not require a waiver but send out notice to owners stating that they are responsible for the system devices that are attached to windows and doors. After some discussion, Pat made a motion that the Board should follow through as Board previously discussed and poll the owners as to who has a security alarm system using the memo (e-mail) she modified explaining why the Board requests this information. Joe 2nd the motion After further discussion a call was made for vote on the motion. Vote: Yes – Pat: No – Karen, Dave, Joe, Greg. Motion not approved Joe made a motion that we only send out a notice to the owners stating who is responsible for the security alarm system and that they should inform future buyer of same. No waiver required. Greg 2nd motion After further discussion a call was made for vote on the motion. Vote: Yes - Karen, Dave, Joe, Greg; No - Pat. Motion approved.
<p>9) Common Fee Presentation & Phase-In Proposal</p>	<ul style="list-style-type: none"> • For discussion, Joe made a motion with three parts that he suggested the Board vote on separately: <ol style="list-style-type: none"> 1. Approve the Common Fee Presentation as revised by the Committee 2. Include the 3-year Phase-in Fee proposal in the presentation 3. Set timing for making presentations to Community and to solicit/tally votes Karen 2nd motion. After discussion which covered the process/history getting to the current stage for the proposals, it was called for a vote on the three parts. <ol style="list-style-type: none"> 1. Approve the Common Fee Presentation as revised: Vote: Yes - Karen, Dave Joe, Greg; No - Pat. Presentation was approved 2. Include 3-year Phase-in Fee Proposal in the presentation:

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	<p>Vote: Yes - Karen, Dave Joe, Greg; No - Pat. Phase-in Fee inclusion was approved</p> <p>3. Joe made motion to present the Common Fee Proposal to the Community on dates March 16 at 6:30 PM and again on March 18 at 10:00 AM and solicit vote on proposal to be due by April 27 at 6:30 PM and vote tallied at the April 27 Community Meeting. Greg 2nd this motion: Vote: Yes - Karen, Dave, Joe, Greg; No - Pat. Dates set to present the proposal and soliciting the vote were approved.</p>
<p>10) Ballot and Proxy for Common Fee</p>	<ul style="list-style-type: none"> • Joe presented proposed Ballot and Proxy for Common Fee vote then made motion that they be approved. Greg 2nd motion. After some discussion on the proposed ballot and proxy a vote was called for accepting them: Vote: all approved Ballot and Proxy were approved.
<p>11) Committee Reports</p>	<ul style="list-style-type: none"> • Social Activities Committee Pat reported that Activities Committee Chairman, Diane Clune has done a good job scheduling a number of events over the next two months. The community is encouraged to participate. Signup sheets for the activities are on the bar counter in Community Center. • Common Fee Committee Joe reported that, as approved by Board this meeting, The Common Fee Proposal will be submitted to owners for vote in March. The Committee will make presentations to the Community about the Common Fee and Phase-In proposal on Thursday, March 16 at 6:30 PM and again on Saturday, March 18 at 10:00 AM in the Community Center. Votes will be due by April 27 and will be tallied at the April 27 Community Meeting at 6:30 PM in the Community Center.
<p>12) Old Business</p>	<ul style="list-style-type: none"> • None
<p>13) New Business</p>	<ul style="list-style-type: none"> • New Hire – Activities Committee intends to use paid instructors for the Chair Yoga and Dance events and there is concern that this would be a new hire for the Association/Board. During discussion, it was pointed out

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	<p>that the Board is not hiring the instructors but rather the activity attendees will pay a fee instructor to participate in the event. After some discussion it was agreed that this would not constitute a new hire for the Board. However, considering liability issues, the activities Committee should verify that the instructors have a certification for their trade and attendees should sign a waiver similar to what we use for community members who use our exercise room. Karen made a motion for Board to either use the existing Fitness Room waiver or create a new sign-in sheet with waiver clause to be used for the yoga and dance events to alleviate the Association's liability. Greg 2nd motion. Vote: all approved</p> <p>The preference was to create a Sign in sheet including liability waiver clause which will be prepared.</p>
<p>14) Next board Meeting</p>	<ul style="list-style-type: none"> • Exec Board Meeting, March 9, 2023 at 10 AM
<p>15) Community Member Input</p>	<ul style="list-style-type: none"> • Deborah Haraldson made several comments about waivers and asked if waivers were included in the Resale Certificates the Association prepares for realtors/buyers. Karen confirmed this was done. Deborah also commented about how using a management company for association business would be helpful to enforce waivers and other Association regulations. She would support using a management company and encouraged the Board to start considering such a move. • Chris Norman had similar comments about using a management company and suggested the Board should interview other condo board people who have experience moving to this type of management and also management companies to help prepare for such a move.
<p>16) Adjourn</p>	<p>Pat called for motion to adjourn meeting. Joe made motion to adjourn. Dave 2nd motion. All approved. – Meeting was adjourned at 11:30 AM</p>

Attachment: M & R Report for January-February 2023

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MASTER Maintenance / Repairs list

<u>Address</u>	<u>Unit</u>	<u>Maintenance / Request</u>	<u>Date Requested</u>	<u>Status</u>	<u>Date completed</u>	<u>Category</u>
80 Mockingbird	EAGLE	leak around her cellar french doors		Had another contractor look at this issue, he wants to start from scratch using a hose. We need to wait till spring to proceed.		DOOR BACK
8 oriole	RANCH	hole in rip rap wall	5/26/2022	need to add fill to a small sink hole on top of wall		LANDSCAPE
13 oriole	RANCH	deck needs repairs and restained	5/30/2022	discussion required....privacy panels installed are causing some of the issues.		DECK
19 mockingbird	EAGLE	water in basement door	8/29/2022	I need to add hydraulic concrete under basement door threshold		BASEMENT
5 starling	RANCH	bumps in driveway	9/18/2022	will re look at issues in spring when we can use cold patch again		DRIVEWAY
14 snowbird	RANCH	light on back of garage	9/18/2022			MISELLANIOUS
14 Oriole	RANCH	replace outside lighting	10/24/2022			MISELLANIOUS
6 grouse	EAGLE	guide pins on windows broken	11/2/2022	slocomb windows to be sending me new window pins		WINDOW UNIT
6 grouse	EAGLE	outside gfi outlet not working	11/2/2022	will change in the spring		MISELLANIOUS
1 snowbird	RANCH	outside spigot not working	12/4/2022	will address in spring		OUTSIDE FAUCET
mailboxes		water puddling on back side of mailboxes	1/4/2023	will review in spring		
10 Snowbird	RANCH	drip edge came loose	1/24/2023	to Dave O		SIDING TRIM
5 Starling	RANCH	sunroon ridge shingles came off during wind storm	2/3/2023	to Guaranteed Roofing 02/06	2/7/2023	ROOF SHINGLES
2 mockingbird	RANCH	garage shingles came off during wind storm	2/4/2023	to Guaranteed Roofing 02/06	2/7/2023	ROOF SHINGLES
18 mockingbird		shutter came off shed	2/3/2023	found shutter in woods....it is damaged, will need replacement in spring		SIDING VINYL
72 MB	EAGLE	powerwash	10/6/2022			POWER WASH UNIT
6 Grouse	EAGLE	powerwash	10/14/2022			POWER WASH UNIT
11 snowbird	RANCH	powerwash	12/19/2022			POWER WASH UNIT