

# NORTHBROOKE HOA BOARD OF DIRECTORS

SEPTEMBER 16, 2024, 6 PM

## MINUTES

### ATTENDANCE

X	Chris Satterfield, President		Joe Perez, Vice President
X	Marsha Bennett, Secretary	X	Riley Bair, Treasurer
X	Angela Carter		

**CALL MEETING TO ORDER** – The meeting was called to order at 6 PM

**APPROVAL OF BOARD MINUTES** – The August minutes were approved as submitted.

### TREASURER’S REPORT

- Financial Reports – At the end of August Current Assets are \$58,383.10. August Net Income was (\$10,100.63). Year to Date Net Income was \$29,375.22.
- Delinquency Report – The Delinquency Report at the end of August showed that 29 residents or 9.42% have not yet paid their 2024 dues. The total delinquent amount is \$12,137. Twenty-three homes, 3 which appear to be leased, have not yet paid this year’s dues. Another 2 did not pay last year’s as well as this year’s dues, while 4 have not paid dues for more than two years. There was a discussion without conclusion regarding how to manage delinquent dues in 2025. It was suggested that we ask for suggestions from CSolutions and that this be discussed at the upcoming Members’ Meeting. We need to determine how we can deal with emergencies and build a contingency fund.

### OLD BUSINESS

- 2024 Goals - Incomplete
  - Rockwell Fence – We learned that Sonador/Montague covers the cost of their fence along Rockwell. It is a budgeted item. This will be discussed at the Member’s Meeting.
  - Landscape Beds / Native Grass along Rockwell – It was suggested that we attempt to get recommendations from landscapers for plantings in the Common Area along Rockwell.
  - CCR and Bylaws Revisions – No report.
- Violation Management – Angela Carter is working with Cathy Wooten on identifying, reporting and following up on Violations. She is going to verify that the pigeons have been removed.
- Architectural Design – No new requests have been received.
- Common Area Projects
  - Lighting Entrances – Streetlight cost – Angela Carter is working on learning the costs of assuming this project and hopes to report next month.
  - Water Management/Pond – The pond and area appears to be under control.
  - Tree and Bush Maintenance – We obtained a bid of \$1,750 to cut down and \$1,550 to dispose of trees and dead branches. Chris has suggested that the owners could work together to manage this. Suggestions from landscapers will also be obtained.
  - Wetlands Obstruction – Riley obtained a bid of \$8,900 to remove the obstruction. Due to the challenges we have had to obtain a company who would take on this project, the Board voted to accept this bid.
- Section Representatives - This program is to be presented at the Owners’ Meeting for suggestions and potentially for implementation.

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- Neighbors' Night Out – Our second Neighbors' Night Out was held on Tuesday, September 10. Riley reported that the food truck was satisfied as they made \$650 in sales. We plan to continue to hold this event and attempt to grow it over the years.
- HOA Laptop – The HOA laptop has been purchased and is being set up.
- Broken Fence by Pond – Joe is taking care of the broken fence by the pond.
- Conversation with Sonador/Montague – Marsha communicated with Melissa Barnett, the President of Sonador/Montague. In addition to learning how their Rockwell fence is maintained, Melissa shared that they have consistently had problems with beavers in their wetland. Their Board meets monthly on the third Wednesday in their clubhouse. They are pleased with their landscaping company if we are interested in contacting them. They inform owners of the Owners' Meetings by email for those for whom email addresses have been obtained and by traditional mail for the remainder.
- Neighborhood Decorations – We want to ask owners if they are interested in renting any seasonal decorations for the front entrances of Northbrooke HOA. He will wait until after the Owners' Meeting to clarify why we believe this change is important and to obtain their input.

### **NEW BUSINESS**

- Owners' Meeting, Northwest Library – The Owners' Meeting time has been changed to Saturday, October 12, at 2:30 PM.
- Next Board Meeting – An October Board meeting will be scheduled on a date after the Owners' Meeting to give owners an opportunity to provide input.
- Future Owner's Meetings – Frances Tuttle has been suggested for future Owners' Meetings. Marsha is researching this opportunity.

**ADJOURNMENT** – The meeting was adjourned at 7:30 PM

*Marsha Bennett*

**Secretary, Northbrooke HOA**