

NORTHBROOKE HOA BOARD OF DIRECTORS

SEPTEMBER 6, 2025, 9 AM

MINUTES

ATTENDANCE

	Chris Satterfield, President	X	Angela Carter -Member at Large
X	Marsha Bennett, Secretary	X	Calvin Tuck – Member at Large
	Riley Bair, Treasurer		Angela Garcia – CSolutions Representative

CALL MEETING TO ORDER – The meeting was called to order at 9:06 PM.

APPROVAL OF BOARD MINUTES – The minutes of the August 9, 2025 meeting were approved as written.

TREASURER’S REPORT

- Financial Reports – At the end of August Current Assets were \$60,644. Net Income for the month was -\$7,624 and Year to Date was -\$3,384.
- Delinquency – The Delinquency Report at the end of August shows 49 residents who have not paid dues for 2025 or before. This represents a total of 15.91% of unpaid dues, leaving the delinquent amount at \$22,305. The last late fee will be applied on September 15th per the 2025 fee schedule.
- Collections – No report.

OLD BUSINESS

- Common Area Projects
 - Obstruction Removal, Monitoring and Management – Angela Carter and Angela Garcia have contacted John Nelson. He said he would come out on September 7 to evaluate our situation and provide a quote to Angela Carter who will forward it to Angela Garcia and Chris. Once Chris approves the pricing and signs it, he will turn it over to Angela Garcia to finalize and implement.
 - Wetlands Brush Removal and Management – After the August meeting, Angela Garcia contacted Ozzy from AG Lawn who indicated the cutback would begin. This has not yet been detected.
 - Trees and Bushes – Angela Garcia reported that AG Lawn indicated that the remaining trees would be removed. This has not yet been detected.
 - Landscape Beds at Rockwell Entrances – Angela Garcia has inspected the new landscaping installation , and plants were installed per the quote.
- Other Projects
 - Councilman Mark Stonecipher / Water Management - On hold.
 - Website – Since it is so late in the calendar year, and we are planning to change our website format, Angela C will work on a 2025 Annual Report. Angela C and Calvin think that they could set up and manage a website rather than hire Angela Drabek to do so. They will focus on this as soon as the Neighbors Night Out event finishes on Tuesday. We will need to respond to Angela Drabek on this.
 - Section Representative Program – Marsha provided Calvin with information she had collected on potential Section Representatives. She mentioned that if he could locate the information she had provided earlier, that information was sorted by Sections to make contacting individuals

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easier. Calvin suggested that we could also use the website and Facebook to recruit representatives.

- Owners' Meeting Location – Angela G has not been able to get a response from Frances Tuttle related to using their location for an Owners' meeting. Marsha will go to the Rockwell canvas before our next meeting to see if she can talk to anyone in person.
- Violation/Tree Letter – Marsha will ask Cathy to forward a copy of the Violation/Tree letter to the Board.
- Neighborhood Night Out – Angela C and Calvin reported on the setup for Neighbors' Night out on September 9 from 6 to 8 in the playground area. We have food and snow cone trucks. No food will be over \$10. As long as the food truck brings in \$500, we will not be required to pay a fee. A Bouncy House will also be available next to the playground. Signs have been put up at our 4 entrances and Angela C is going to tie balloons on them on Tuesday. Angela G sent out an email notification on Thursday and has offered to do a follow-up on Monday, if desired. Calvin has contacted the Neighborhood Alliance and planned for possible visits by a Resource Officer, a Firetruck and/or a Waste Management Truck. Angela C is bringing a table and Calvin will bring chairs for the Board. All Board members will have shirts. Calvin will get in touch with Chris to see how we can manage a raffle using the gift card money from AG Landscaping. This has not yet been promoted but will be if we can manage to make it work. A last-minute idea was sidewalk chalk for the kids. Angela C will follow up on this.
- NEW BUSINESS
 - Communication – The Board asked that they be copied when CSolutions is sending out notices, letters or statements.
 - Owners Meeting – At our next meeting it was suggested to begin to set up the time and place for the Owners Meeting.

ADJOURNMENT – The meeting adjourned at 10:10 AM.