

Brookfield Owners Association
Minutes of the Board of Directors Meeting
Monday, March 19, 2018
Pflugerville Community Library
1008 West Pfluger Street
Pflugerville, TX 78660

CALL TO MEETING

Meeting was called to order at 5:31pm. In attendance were board members Scott Dollins, Julianne Hoang, and Rachel Naugle. Vangie Bocanegra and Peggy Kuhns of Certified Management of Austin (CMA) were present.

OWNER'S FORUM

Erin Quarles suggested upgrades to the playground next to the pool to also include swings. She also pointed out that fire ants are appearing in the common areas.

Jenn Schmidt asked about place to learn about new community upgrades. She also asked how the board was trying to get more homeowners involved. She noted that paper newsletters were not being sent out and therefore information is not getting out to people that live here since many people are renters. She is concerned about the amount of money that is uncollected. She also stated that the pool does not appear to be clean even though the pool cleaners are supposed to be coming out each month. She asked if lifeguards are not going to be used, are the security guards going to ensure that people entering in the pool without a parent are over 18. She also asked if the HOA can enter property to rectify situation. She also requested that draft minutes be distributed sooner.

Vangie replied that pool is now being cleaned once a week since it is now Spring. If homeowners have a concern they can send a picture to Vangie. The board responded that it has not been the practice of the HOA to enter property to rectify situations, and draft minutes will be posted sooner.

Daniel Miller stated that half of his neighbors don't have email address or they don't speak English, and they are asking him how to get information about the neighborhood. He also said that people are doing what they want and they are not held accountable. He asked when can issues be addressed and rules enforced. All fences are on communal lines. It was all decided by who laid the fence.

Vangie responded that there is an enforcement process for those who violate the rules. The policy does take some time.

Leslie Hay requested that we put up signs at the entrances. She also asked about having more frequent meetings.

Another homeowner suggested that we send out letters to every homeowner to remind people of the rules. She also asked if we could determine the cost to send out paper newsletters.

Dave Brixius asked about how to split costs between neighbors to buy a new fence.

The Board responded that the HOA does not get involved. Homeowners should work with their neighbors to determine how to split the cost.

Jonathan Schindler provided suggestions to increase communication such as putting up signs at the entrances for events/meeting reminders. He also asked if the board could levy higher fines on certain violations which could be removed upon compliance. He also suggested that we personalize the website with pictures of the neighborhood.

The board responded that the levy is standardized. The board also approved putting up signs and images to the website. Images should be emailed to Vangie.

APPROVAL OF PRIOR MEETING MINUTES

Minutes from the October 24, 2017 board meeting were approved. Scott Dollins made a motion to approve the minutes and Rachel Naugle seconded. Motion passed.

MOTION AND VOTE TO RATIFY ACTIONS TAKEN OUTSIDE OF A MEETING

Motion and vote to ratify actions taken outside of a meeting since the last meeting. Scott Dollins made a motion and Julienne Hoang seconded. Motion passed.

- CMA contract renewed
- Rules committee members selected
 - Jonathan Schindler described the goal of the committee and the process of how the committee will work. People who would like to now join the committee may contact CMA to express interest
 - Introduced Rules/Guidelines committee members: Jonathan Schindler as head chair, Michelle Akindiva, Leslie Hay, Jenn Schmidt, and Marc Armstrong
- Social Committee Chair elected – Erin Quarles

TREASURER'S REPORT

- Review of financials through the end of February were completed
- The Association had \$295,107.12 in the operating account, and \$356,420.67 in the reserve account
- This quarterly we are currently in line with our budget since the year just started
- Total assets is \$356,420.67
- Uncollected fees are down

NEW BUSINESS

- Pool opening/guidelines- No date has been set
 - CMA is in the process of interviewing security interviews. Interviews are being conducted this week. Board will send out a physical mailer when the date is set.
- Resolution to increase the board to five members. Scott Dollins made a motion to approve to increase board to five instead of three and Julienne Hoang seconded. Motion passed. There will be four positions available.
- Annual meeting-No date has been set.
- Newsletter
- Invitation to all Brookfield Owners to the Easter Egg Hunt Event on Saturday, March 24th at 10:00 a.m. It will be held at the park by the pool. Show up at 9 to help hide eggs.

EXECUTIVE SESSION

No executive session

NEXT MEETING

The next regular board meeting is TBD

ADJOURNMENT

Meeting adjourned at 6:13pm.