

**Brookfield Owners Association  
Board of Directors Meeting**

March 26, 2020 5:30 PM

Zoom Conference

**CALL TO MEETING**

Meeting was called to order at 5:32 PM. In attendance were board members Richard Shelton, Julienne Hoang, Wendy Russom, and Scott Dollins. Brian Schroeder from Goodwin & Company in attendance as well.

**HOMEOWNERS FORUM**

*Emily Sinclair* – Emily brought up concerns about chickens in the community. The Association will enforce the bylaws regarding poultry if a complaint is in sent in.

*Fei Huang* – Fei asked when account balances from prior management company would reflect in the new system. The data should be imported by the end of March.

*Ana Bruegger* – Ana inquired about future development in the community. The community is entirely built out but there are new communities being built around us. Ana also brought up concerns about lack of police presence in the community. The Board recommended contacting TCSO to request more patrols and to report all crimes even if insignificant. The Board also advised common safety measures as recommended by TCSO's community outreach division.

**APPOINT RYAN DREPAUL TO BOARD OF DIRECTORS**

Richard Shelton made a motion to appoint Ryan Drepaul to the vacant seat on the Board of Directors. Motion passed unanimously.

**REVIEW AND APPROVE PRIOR MEETING MINUTES**

Scott Dollins made a motion to approve the January 27, 2020 Board of Directors meeting minutes. The motion passed unanimously.

**TREASURER REPORT**

As of 03/26/2020, the Association had \$328,573.71 in the operating account and \$387,100.90 in the reserve accounts. Total assets are \$715,674.61. Monthly financials are posted on the Association website for review.

**COMMITTEE UPDATES**

- Social Update – The Association has cancelled the Easter event due to COVID-19. The Memorial Day weekend pool party is tentatively planned but may be cancelled as well.
- Landscape Update – No major changes with landscaping.
- Pool – The pool is on track to open weekends starting May but will depend on public health response to COVID-19.

**OLD BUSINESS**

- Sidewalk Repairs – Some repairs have been made but the Association continues to work on this.

- Playground Renovations – Renovations are complete but playscapes are closed due to COVID-19.
- Architectural Rules – A draft has been completed but is pending revision and review by the Architectural Control Committee and Board of Directors.
- Flock Safety – Discussed features, timeline, and remaining items for Flock Safety deployment in the community. Primary road block is MOU with Travis County Sheriff's Office.
- Property Management Change – The Board of Directors terminated the agreement with Certified Management of Austin effective 02/29.
- Pool Rules – The pool rules need to be cleaned up and signage reprinted without management company information.

#### **NEW BUSINESS**

- COVID-19 Response/Emergency Preparedness – Common areas are closed but there are no major impacts to Association operations. All vendors have engaged their business continuity plans and continue meet obligations.
- Pool Automation – Association is looking into automated pool chemistry systems to help ensure chemicals remain in balance between visits from vendor.

#### **EXECUTIVE SESSION**

The Board convened in executive session and voted on an outstanding collection items and reviewed attorney reports.

#### **ADJOURNMENT**

Richard Shelton made a motion to adjourn the meeting at 7:00 PM. The motion passed unanimously.