

**Briarpark Village HOA  
Board Meeting  
January 22, 2011**

**Attendees:**

**Jan Paul-President**  
**Russell Vela- Treasurer**  
**Kathleen Savage**  
**Shawna Neill**  
**Linda Neel- Excel Management**  
**Michelle Carlson-Excel Management**

**The meeting was called to order at 11:20 a.m.**

**Management Report:**

Insurance:

The condominium insurance is due to be renewed at the end of January. Michelle spoke with the current policy holder (Firewheel) and they will have their bid submitted by 1/26/11. Their preliminary bid is showing to be over \$1400 less for the same coverage as last year. The new storage building will have to be added to the policy.

**Linda-** Do you want to pay cash for the policy this year or do you want it split into 12 payments again? There is interest charged on the payments.

**Russell-** How much interest?

**Linda-** I think it is close to 10%. I can break it down and show the actual difference in the two ways and send it out by e-mail on Monday.

Trees:

Moore Tree Service trimmed all of the cypress trees. They seem to have withstood the trauma and are looking nice.

Violations:

Michelle sent out violation letters for porch light fixtures missing their tops. This is a hazard as rain can get into the fixtures causing electrical problems. Letters were also sent out to those with the wrong color porch or patio fixtures. All of these must be black. The towing company tagged 9 vehicles for expired tags, no inspection stickers, or parking commercial vehicles on the Briar Park property. Those with expired tags and

missing or expired inspection stickers have ten days to get them into compliance or be towed. Commercial vehicles must be parked elsewhere immediately.

### **General Discussion:**

The board has previously discussed replacing the missing letters and numbers on condos. They also discussed replacing all of them in order to keep them uniform in looks and possibly to get a price discount. Michelle did the research and reported that the cost of replacing them all would be about \$2000. She spoke with Fast Signs and was told they could make 5in. by 12 in. plaques with black lettering at a total cost of \$680. The board has asked that Fast Signs provide a sample for them. These numbers are required for the police, firemen and ambulances to find the correct units.

The board is collecting landscaping bids. They are finding it difficult to replace the services of GAT Services at a comparable price.

The storage unit will be delivered and built within the next two weeks.

### **Annual Meeting:**

The annual meeting has been set for April 18, 2011. It will be held at the Gladys Harrington Public Library. Proxies will be sent out soon. Please return them quickly, even if you expect to attend so that there will be a quorum. If you attend then your proxy will be returned to you for your vote.

**Linda-** Properties who are having a difficult time getting a quorum are using an implied proxy. These are sent to the owners by certified mail and state that if they are not returned to the management company then the board may vote in the owners place. The owner still has the right to attend the meeting, reclaim his proxy and vote for himself.

**Russell-** I make the motion to use the implied proxies so that the owners, the board and the management company will not have to waste their time coming to a meeting without a quorum.

**Shawna-** I second the motion to use implied proxies.

**The motion passed.**

**Shawna-** I also make a motion that this annual meeting cover both 2009 and 2010 budgets, improvements, board members and other issues so that we can catch up with the current year.

**Kathleen-** I second the motion that the meeting cover 2009 and 2010.

**The motion passed.**

### **Financials:**

Linda Neel reviewed the financial report for December 2010. One of the CD's is set to roll over in February. The board discussed whether to roll it over as is with the interest or to add to it.

**Russell-** I make a motion to take \$5000 from the operating account and add it to the CD to draw more interest.

**Jan-** I second the motion to add to the CD.  
**The motion passed.**

**Russell-** I make a motion to adjourn this meeting.

**Shawna-** I second the motion.

**The meeting adjourned at 12:51 p.m.**