

**Briarpark Village HOA
Board Meeting
August 20, 2012**

Attendees:

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

The meeting was called to order at 6:45 p.m. A quorum was established.

July's minutes were read via e-mail and approved at the meeting.

Management Report:

Audit-

The audit draft has been finished. The HOA's lawyer will write a letter stating there were not any litigations in 2011.

Carpentry/Painting

The bolts for the balcony railing of V-10 were tightened. The wood décor pieces at V-8 and V-9 have been replaced. The eaves of K-1 and K-4 were painted. The front doors of P-2, P-3, and V-10 have also been painted.

Locks/Dumpsters/Gutters-

The management replaced a mailbox lock and back charged it to the homeowner. All homeowners are responsible for the locks on their mailboxes. The dumpster lid at the end of the P building has been replaced. The gutter behind U-2 and the one at building O have been repaired.

Electrical/Lighting-

Eagle Electric has ordered the new light fixture for the pole that fell in the storm. It should be here by September 15th. Eagle Electric also replaced photo cells behind the mail center and on top of the pool storage unit. The management maintenance crew checked for and replaced all burned out lights.

Landscaping-

B & J Lawn care put new sod in front of the W building and installed 5 sprinkler heads to maintain it. The HOA will be asking them for a bid to add more sod further down at the building. B & J also submitted a bid to replace broken sprinkler valves.

Russell- I make a motion to accept B & J's bid to replace sprinkler valves.

Shawna- I second the motion.

The motion passed.

Plumbing-

The management company did plumbing inspections at two buildings due to overly large water bills at those locations. They found faucet leaks as well as toilets that were constantly running. The residents have two weeks to repair them. Please check your unit for leaks. Even small ones can add up to large bills. During the inspection they also found that not everyone's smoke detector was in working condition. Please check your smoke detector for your safety as well as for your neighbors' safety. It is also the law.

Pool/Retaining Wall

The city was here to inspect the pool area. The water tested well but before next summer the deck will need some repair. The pool will close the day after Labor Day. The management company is checking on estimated prices and suggestions for a retaining wall at the creek due to erosion in that area.

Security-

The security patrol found non-residents drinking alcoholic beverages in the pool area after hours. If you see anyone there after hours, please call the police. There have been several other incidents around the property. Please watch for those who do not belong on the property and for suspicious behavior.

Sidewalks-

The management company has been taking bids to repair the sidewalks and curbs at the mail center.

Kathleen- I make a motion to accept J National's bid if our understanding of their plans is correct.

Russ- I second that motion.

The motion passed.

Financial Report:

Linda Neel did a quick review of the July 2012 financial report.

Shawna- I make a motion to close the meeting.

Kathleen- I second the motion.

The motion passed and the meeting ended at 8:25 p.m.

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