

**Briarpark Village HOA
November & December Board Meeting
December 3, 2012**

Attendees:

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

The meeting was called to order at 6:39 p.m. A quorum was established.

October minutes were read.

Kathleen- I make a motion to approve the minutes for October.

Shawna- I second the motion.

The motion passed.

Management Report:

Audit-

The 2011 audit is finished and has been mailed to Excel Management.

Carpentry/Locks-

The Briarpark Village sign located at the Park Blvd. entrance has been repaired and repainted.

Rotten wood has been replaced at O-1, O-2, and O-3. The birds nest was removed from behind the shutter at O-3 and the shutter was reattached.

Dumpsters/Lighting/Gutters-

The missing pickets on the dumpster fences have been replaced.

The management company has checked all of the photo cells on the exterior lighting due to burnt out lights.

The broken gutters at building W have been repaired.

Mail Center/Fencing/Painting-

The management repairman replaced a mailbox lock as requested. The \$35 charge has been back charged to the owner. Mailbox locks are the responsibility of the owners and are to be kept in good repair to discourage mail theft.

The loose pickets on the fences at building W were repaired.

The trim at V-1 and M-1 has been painted due to repair work.

Retaining Walls-

The missing bricks on the retaining wall at building G were replaced in November. As of December 4th they are once again missing. If anyone has seen or knows the person responsible for the theft, please report it to Excel Management.

Roofing/Sprinklers/Rules and Regulations-

The roof leak at Q-4 was repaired by Spires Roofing.

The sprinklers have been turned off for the winter months.

An updated version of the Briarpark Rules & Regulations is coming soon to the website.

The website is briarpark.org.

Trees-

Moore trees planted two Redbud trees at the front of the property and one Chinese Pistachio tree between the pool and building C. These were to replace some of the trees previously cut down.

Moore Trees was asked for a bid to trim trees that are touching roofs. They gave a bid for that as well as several future jobs.

Shawna- I make a motion to accept Moore Trees bid of \$540 to trim the trees that are touching the roofs.

Kathleen- I second the motion.

The motion passed.

General Discussion-

The newsletter for January will include a request to residents to leave on their outside lights at night in order to brighten the property and discourage crime. It will also include the notice of the dues increase of 5% as of March 1, 2013.

The annual budget meeting for the board is tentatively set for January 12, 2013.

The annual homeowners' meeting is set for May 20, 2013.

Financials:

Linda Neel reviewed the financials for the month of October. The money market account is steadily rising. The accounts receivable for homeowners' dues is steadily going down.

Shawna- I make a motion to dismiss the meeting.

Kathleen-I second the motion.

The motion passed and the meeting was dismissed at 8:10 p.m.