

BROOKFOREST HOME OWNERS BOARD CONFERENCE CALL  
April 24, 2012

The meeting was called to order at 10 AM by Kevin Lovett of SRG. Present on the call were Dan Doran, Michelle Becker, LuAnn Tinkey, Fred Hearty, and Colleen O'Conner.

**Review and Approval of the minutes of both the Conference Meeting of 3/30/2011 and the Annual Meeting of 7-3-2011.**

A motion was made by LuAnn Tinkey and seconded by Michele Becker to accept the minutes without corrections. Motion was approved.

**Financial Report**

- Kevin reported that we are under budget by \$1867.21. The snow removal is slightly over budget at the moment because, even though the snow load was lighter this year, there was lots of ice to be dealt with. April will be less than expected which should put the snow removal at budget overall.
- The insurance premium from Farmers decreased by 5% which was very good and helped us stay under budget.
- Dan asked about water rates. The rates have stayed constant so far but this is just the first quarter of the year.

**Managing Agent Report –**

- Kevin went over the completed items from the annual meeting decisions
  - Dog poo bag dispenser, signage installed
  - Ice and snow signage addition
  - Water shut off valves in Bldg. 130 installed
  - Asphalt crack seal/seal coat
  - Bldg. 130 drainage work done
  - Documentation audit done. Kevin noted that he made sure that we had all the necessary paperwork in place to comply with current laws and regulations.
- Current Projects going on at present –
  - Spring Clean Up is underway
  - The irrigation system start up is pending
  - Pine Beetle spraying and pheromone bag installation is scheduled.
  - Sod for Bldg. 140 depends on drainage mitigation under old business.

**Old Business –**

- There was discussion about how best to go about fixing the drainage issues on the west side of Bldg. 140 without investing large sums of cash in the project. Dan

- Doran came up with a solution that reduces the scope of the work while solving the problem. Kevin will get bids for the work as discussed.
- Dog Poo – the sign was knocked down and the Cabin Creek continues to use the lawn without picking up after their dog. Kevin will send a letter to Cabin Creek, get another dispenser and more bags to try to mitigate this problem.

**New Business –**

- The annual HOA meeting scheduled for July 7<sup>th</sup> will be hosted by Al and Joan Dugas, Bldg. 130 Unit B
- Summer Project Plan Review – LuAnn brought up the possibility of restraining the stair treads and walking surface on all 3 buildings to make them look more presentable. Kevin will get bids for the work.

There was some discussion about what we might do in the future to update the outside of the buildings to enhance the street appeal. Keeping our condo values high for resale purposes is important to everyone. Several “blue sky” projects were suggested including new updated lights on the buildings (possibly with solar sensors), new railings, and newer siding.

There was additional discussion about making sure that we are on track with our budgeting for major expenses down the line. Kevin agreed to extend the capital outlay planning further out than our current plan. We also need to look at how close our budgeted amount is to actual cost for current new roofs so we know if we are reserving enough to meet those costs.

The meeting was adjourned at 10:45 AM

Respectfully Submitted by LuAnn Tinkey, Secretary

Brook forest HOA