

APPROVED _____

Brookridge Quarterly HOA Board Meeting

Tuesday, January 7, 2025 @ 5:30 pm held at Russell Property Management (RPM) office.

Call to Order: Ben Dennis, Barbara Dennis, Peggy Boltes, Amy Britton, Joan Bray, Amber Whittington, present, quorum met. Meeting called to order by Benjamin Dennis at 5:35pm. Note that Bob Edwards resigned from the Board in December 2024. The Board welcomed our new member, Joan Bray.

Approval of Minutes:

Minutes Annual Homeowners Meeting Nov. 7, 2024, will be approved at 2025 Annual Homeowners Meeting. October 2024 Meeting minutes approved, with first motion to pass by Benjamin Dennis(1st), Barbara Dennis (2nd), unanimous Board agreement.

Business Reports

- Discussion: Does the Board want to explore a Interest bearing account of a portion of the reserves? Currenting using United Bank for our financial institution. Amber will contact United Bank and inquire about terms for a 6-month CD, for the amount of \$10,000. First motion to approve this action by Ben, 2nd by Peggy, unanimous board approval. Amber will obtain current interest rates on short term CD's.
- **Financial Review:** December budget report reviewed by the Board. Noted that there are 2 properties delinquent in their dues by 1 and 2 months. Amber will send a reminder letter to both parties. A budget line will be added to display monthly CD accrual interest, if CD funds are adopted. The Corporate Transparency Act approval is still pending. All required Brookridge Board member paperwork is prepared.
- **Landscaping Review: Barbara Dennis.** Discussions and quotes will be obtained for the repair of the Berm irrigating system. Barbara and Benjamin Dennis will arrange these meetings and report back to the board. Upcoming meeting with Cory (WAC) to discuss the ongoing

spread of the berm and entrance flower beds sizes. Ben would like to contain these areas with hard edging. Ben exploring new ideas for both development entrances. The bushes and trees have grown and current flower selections should be changed to accommodate this.

- **Hospitality Review.**

With the resignation (end of term) of Tammy Perdue, currently there are no volunteers to coordinate lunches and social events. If someone is interested in coordinating these events, they can contact Amber at Russell Property Management. The decision is made to suspend the Ladies Luncheons and other social events currently. The Board will now coordinate neighborhood block parties on Memorial Day and Labor Day.

- **Rules and Regs. :** As an ongoing consequence of our aging neighborhood, the board will remind homeowners of areas outside their properties that may need renovating. These items include, mailbox, light fixtures, shutters painting or garage door updates. As a reminder, home shutters can be removed vs re-painting. An email will be sent to homeowners regarding this. During the quarterly RMP drive through, properties will be noted if refreshing is needed. Ben has added addition verbiage to our Rules and Regulations regarding painting or color changes to driveways. This updated information is available on the Russellpm.com website/homeownerassociations/Brookridge/HOA documents.

- **Other Business:** Amber has developed a Brookridge HOA Renters Informational form. The addition of the coverage terms and a copy of the lease request has been added to the form. This is also available on the website.

- **Next 2024 Board meeting**, Tuesday April 8, 2025 @5:30pm at RPM Office.

- **Adjourn** 6:42 pm