

APPROVED _____

Brookridge Quarterly HOA Board Meeting

Tuesday, April 14th, 2026 @ 5:30pm at Russell Property Management (RPM) office.

Call to Order: 5:35pm.

Present: Benjamin Dennis, Amy Briton, Barbara Dennis, Nancy Medlin, and Cindy Collie.

Absent: Joan Bray and Peggy Boltes

Homeowner Meetings

1 attended. Notes in Rules and Regs section.

Other did not show up. Notes in Rules and Regs section.

Approval of Minutes:

Review board meeting 01.06.26 minutes. No Changes. Amy 1st, Nancy 2nd.

Current 2026 Roles

Ben Dennis January 1, 2025 through December 31, 2026 President

Peggy Boltes January 1, 2025 through December 31, 2026 Secretary

Barbara Dennis January 1, 2025 through December 31, 2026 Landscaping

Amy Britton January 1, 2025 through December 31, 2026 Vice President

Joan Bray January 1, 2025 through December 31, 2026 (appointed)
Treasurer

Nancy Medlin January 1, 2026 through December 31, 2027 At Large

Cindy Collie January 1, 2026 through December 31, 2027 Hospitality

Business Reports

Financial Review:

Reviewed most recent financials. Unanimously approved.

Tax return has been completed by DownSouth and signed for by Benjamin Dennis.

CD was renewed/approved on 02.26.26 4.19% for seven months.

Discuss postage invoices (40086 and 40499). Amber stated that postage will be billed monthly moving forward.

Landscaping Review:

Three Nellie Stevens approved on 12.18.25 at \$300 each (including installation) to replace hollies lost on the berm near Red Bud Circle. The bushes have been planted.

Update on two large trees on York Rd. requested to be reviewed by Cindy Collie. Barbara updated that WAC will be trimming these during our bi-annual trimming.

Discuss cherry tree on York Road near entrance that is diseased and dying. Barbara shared that WAC will be cutting out diseased limbs and leaving the rest of the tree untouched.

Discuss cypress that is dead and dying on the berm off York Rd. Group consensus was to leave this alone and when it dies completely take down and grind the stump.

Backflow annual report. Completed.

Pre-emergent and post-emergent applied on March 4th by WAC.

Leak on berm repaired by WAC.

Hospitality Review:

Luncheons will be cancelled due to low attendance and requirements for reserving room at Kickback Jack's. Cindy will craft a notice and ask Amber to send it out.

Schedule Meet, Greet, and Something Sweet. Scheduled for May 17th from 3-4pm ET in Loblolly Circle. Amber will update previous invitation and then share with the community.

Rules and Regs:

- Violations notice regarding mailbox numbers was retracted by RPM.
- Discuss sending out second email to community about upcoming curbside appeal/maintenance for 2026. Include R&R pdf and link to resources on website. Ben will craft. This was unanimously agreed upon.
- Discuss changing the wording for trees in R&R to replace moderate with dwarf trees. The postage stamp lots can only accommodate dwarf trees without impacting landscaping services. This was approved and Ben has updated.

Q126 approvals/documentation since last board meeting:

- ❖ Red Bud Circle exact window replacement. Approved.
- ❖ Brookridge Circle. Unapproved planting of Kojo No Mai Cherry tree. Homeowner submitted a form and then opted to remove it before a decision could be reached.
- ❖ Bells Street. Unapproved fence repair. Repair seems to be of warped boards. Homeowner was notified to complete home improvement request form. Unapproved. 04.14.26
Homeowner met with board and discussed issue. The insides of the fence is stained an unapproved color and some of the finials are too which are visible from outside the fence. Ben, Barbara, Nancy, and Amy agreed that the homeowner should use the approved color Fresh Brew in solid stain to take care of the inside. They can use Fresh Brew in solid or semi-solid to take care of the outside. Allowing for some variance on stain opacity because wood boards were replaced without approval and did not have time to cure. Cindy abstained. Amber will share the board's determination with homeowner.
- ❖ Brookridge Circle. Homeowner has ripped out fence and replaced it without approval. Homeowner has been asked to

submit a form. Unapproved. 04.14.26 Homeowner acknowledged to Amber that she received emails and phone calls about this issue and chose to ignore them. She was invited to the meeting and did not show up. Amber will send a notice about unauthorized construction and a hearing is scheduled for the next board meeting on July 14th.

- ❖ Brookridge. Homeowner has written in and requested the board remove elm tree in what is believed to be commons area behind house and Quail Ridge. A limb has fallen and damaged fence. Board is investigating the health of the tree. Board determine next steps regarding where the property line is. 04.14.26 Barbara and WAC reviewed the tree and found no imminent danger to the home. Amber will share the determination with the homeowner.

Other Business:

Shamrock has updated covenants regarding rentals. Let's discuss if this is a good move for our community. Board decided to push this to next meeting for discussion. If it received support, maybe include this in the annual meeting packet. Amber will figure out if we could do a ballot regarding covenant change in the packet or not.

Next 2026 Board meeting: July 14th at 5:30pm ET

Adjourn: 6:48pm