

Brittany Lakes Homeowner Association, Inc.

Board Meeting Minutes

June 23, 2022

Pursuant to Article VI, Section 1 of the Bylaws of the Brittany Lakes Homeowners Association, Inc. a meeting of the Directors was duly called and held on June 23, 2022, via Zoom meeting.

IN ATTENDANCE

Representing the Members of Brittany Lakes Homeowners Association were the following Board members:

- Todd Edwards (President)
- James Charo (Vice-President)
- Jeramy Roesler (Secretary)

Absent with apologies were the following Board members:

- Kimberly Widener (Treasurer)
- Diana Lawless (Director at Large)

Representing Spectrum Association Management, LP was:

Community Manager - Hannah Maskevich

DETERMINATION OF QUORUM

A quorum of Board members was announced, and the meeting was called to order at 6:31 p.m.

MINUTES APPROVAL

The meeting minutes from June 23, 2022 were unanimously approved, pending one edit.

Motion – Jeramy, second – Todd; all in favor 3-0

FINANCIAL REPORT

The Board was presented with the May 2022 financials.

BUSINESS

- Spectrum provided an update to the Transfer Pump repairs. Aqualis was scheduled to perform the inspection on the transfer pump during the week of June 20, 2022. Currently, the Board is awaiting the inspection report to determine what work needs to be completed to repair the pump.
- The Board of Directors approved the proposal from McKenna Contracting in the amount of \$9,250.00 + tax to resurface the tennis court. The Board requested that the project be scheduled for a time that will least impact the homeowners that utilize the court.
Motion – James, second – Jeramy; all in favor 3-0
- The Board of Directors discussed three proposals provided to address several trip hazards on the sidewalks at the Rec Center. The Board has requested to table this discussion pending an onsite walk-through of the areas listed in the proposals.
- The Board of Directors reviewed verbiage for updated pool information and tennis court rules signs. The following edits were requested:
 - Pool information:
 - No edits requested
 - Tennis court rules:
 - Include the age specification requiring adult supervision.

HOMEOWNER FORUM

Homeowner's present were given the opportunity to present discussion items with the Board and the following was discussed:

- Ashley inquired about the ARC process and how to submit a request for review. Spectrum directed homeowners to the online Property Improvement Form that can be found at <https://spectrumam.com/homeowners/property-improvement/submit-request/>

- Gregg Ellis reported three trees at Midway Park needing to be removed and/or replaced. Gregg also inquired about the pool rules and stated that the pool rules located on the Brittany Lakes website and onsite are different. These will be updated to be consistent and Spectrum informed that the trees mentioned are a part of the ongoing bid solicitation for tree removal and replacements.
- Mark Buehler provided positive feedback to the Board of Directors regarding the mailbox repaint project. Mark also inquired about the status of the Landing/League City Parkway construction. Spectrum will work to provide an update on this situation as soon as possible to homeowners.

ADJOURNMENT

With no other business to discuss, the Board adjourned the regular meeting at 7:29 p.m. and entered Executive Session.

EXECUTIVE SESSION

Executive Session was tabled for further discussion.

The Board of Directors was presented with one hearing request.

Director Edwards excused himself from the meeting at 7:40 p.m. Directors Charo and Roesler remained to discuss pending Director topics.

With no further business to discuss, the Board adjourned Executive Session at 8:13 p.m.

NEXT MEETING DATE

The next Board Meeting is scheduled for 7.28.2022.

Todd Edwards



Brittany Lakes Homeowners Association

Hannah Maskevich

Spectrum Association Management

Signature Certificate

Reference number: 7D9GT-JMGOK-HBYN2-C9MT6

Signer	Timestamp	Signature
Hannah Maskevich Email: hmaskevich@spectrumam.com Sent: 29 Jul 2022 13:20:55 UTC Viewed: 29 Jul 2022 13:20:58 UTC Signed: 29 Jul 2022 13:21:29 UTC		 IP address: 50.206.108.98 Location: Addison, United States
Todd Edwards Email: toddsedwards1@gmail.com Sent: 29 Jul 2022 13:20:55 UTC Viewed: 30 Jul 2022 00:19:34 UTC Signed: 30 Jul 2022 00:19:57 UTC		 IP address: 73.6.100.4 Location: Dickinson, United States
Recipient Verification: ✓ Email verified	30 Jul 2022 00:19:34 UTC	

Document completed by all parties on:
30 Jul 2022 00:19:57 UTC

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