

# **Brittany Lakes Homeowner Association, Inc.**

## **Board Meeting Minutes**

August 25, 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 August 25, 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)
- Kimberly Widener (Treasurer)

**Absent with apologies were the following Board members:**

- Jeramy Roesler (Member at Large)
- Diana Lawless (Member at Large)

**Representing Spectrum Association Management, LP was:**

Community Manager - Hannah Maskevich

### **DETERMINATION OF QUORUM**

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

### **MINUTES APPROVAL**

The meeting minutes from July 28, 2022 were approved as presented.

Motion – James, second – Kimberly; all in favor 3-0

### **FINANCIAL REPORT**

The Board was presented with the July 2022 Financials.

### **BUSINESS**

- The Board of Directors reviewed the Administrative Calendar for upcoming events in the community, such as National Night Out, Fall garage sale and the holiday decorating contest.
- The Board was presented with four proposals for fence repairs throughout the community. The topic was tabled for further discussion.
- The Board discussed updated signs for the tennis court and pool. The signs will include updated regulations and the Board approved to file the new pool rules, pool sign, pool hours of operations and tennis court rules with the County.  
Motion – James, second – Todd; all in favor 3-0
- The Board of Directors was presented with three proposals for holiday decorations for 2022. The Board approved the proposal from American Outdoor for \$6,156.00.  
Motion – James, second – Kimberly; all in favor 3-0
- The Board of Directors discussed the plans for National Night Out, scheduled for October 4, 2022 and approved the following proposals:
  - Chick-fil-a: \$3,003.94
  - PRP Entertainment: \$550.00
  - Jumps R Us: \$285.21

It was also approved to assemble goodie bags for giveaways.

Motion – James, second – Kimberly; all in favor 3-0

- The Board of Directors reviewed 5 proposals obtained from Horticare, Texscapes, Merit Landscaping, Superior Lawncare and Yellowstone for the landscaping contract renewal. The Board requested to table pending further review and discussion.
- The Board of Directors continued discussion on the 2023 Budget. It was requested to pause discussion until the proposals for the Transfer Pump have been received, to appropriately plan for the Transfer to Reserve budget.

## **HOMEOWNER FORUM**

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

- Mark Buehler inquired about a Special Assessment, rather than possibly raising dues, to help account for the Transfer Pump repair costs that will be coming up.

With no further business to discuss in the open forum, the general membership was dismissed, and the Board entered executive session at 7:56 pm.

Director Edwards excused himself from the meeting at 7:58 p.m.

## **EXECUTIVE SESSION**

**Variance Requests:** The Board reviewed the Variance Request for 1 account. The request was denied.

The Board reviewed items in executive session related to escalated collection and deed restriction matters.

**Violation Report:** The Board of Directors reviewed the current Violation List and requested to table for further discussion.

The Board of Directors discussed the recent Legal Status Report provided by the attorney.

## **ADJOURNMENT**

With no other business to discuss, the Board adjourned the meeting at 8:22 p.m.

## **NEXT MEETING DATE**

The next Board Meeting is scheduled for 9.22.2022.

*Todd Edwards*

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Brittany Lakes Homeowners Association



*Hannah Maskevich*

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Spectrum Association Management

# Signature Certificate

Reference number: YMM3V-AJJ6Y-AMEEK-PSSJT

Signer	Timestamp	Signature
<b>Hannah Maskevich</b> Email: hmaskevich@spectrumam.com Sent: 06 Oct 2022 16:27:58 UTC Signed: 06 Oct 2022 16:27:58 UTC		 IP address: 73.232.142.95 Location: Dickinson, United States
<b>Todd Edwards</b> Email: toddsedwards1@gmail.com Sent: 06 Oct 2022 16:27:58 UTC Viewed: 07 Oct 2022 01:00:43 UTC Signed: 07 Oct 2022 01:02:09 UTC		 IP address: 73.6.100.4 Location: League City, United States
<b>Recipient Verification:</b> ✓ Email verified	07 Oct 2022 01:00:43 UTC	

Document completed by all parties on:  
07 Oct 2022 01:02:09 UTC

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