

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

## **Board Meeting Minutes**

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 January 30, 2025, at the Perry Family YMCA located at 1700 League City Pkwy, League City, TX 77573.

### **IN ATTENDANCE**

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

- James Charo (Vice President)
- Richard Roderman (Member at Large)
- Dinah Carpenter (Member at Large)

**Absent with apologies.**

- Todd Edwards (President)
- James Temple (Member at Large)

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

- Jessica Jacobs (Community Manager)

### **DETERMINATION OF QUORUM**

A quorum of Board Members was announced, and the general session meeting was called to order at 6:33p.m. by CM Jessica.

### **AGENDA REVIEW AND APPROVAL**

CM Jessica presented the agenda for the meeting as below:

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|---|--|
| <ul style="list-style-type: none"><li>• Call to Order</li><li>• Agenda Review and Approval</li><li>• Meeting Minute Approval</li><li>• Financials</li><li>• Irrigation Restoration Project Update</li><li>• Electrical Proposals</li><li>• Bridge Board Replacement</li></ul> | <ul style="list-style-type: none"><li>• Pool Furniture Refurbishment</li><li>• Kiddie Mulch Proposals</li><li>• Fence Re-Staining Project</li><li>• Pool Season</li><li>• New Business</li><li>• Executive Session</li></ul> |
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### **MEETING MINUTE APPROVAL**

The open meeting minutes from November 2024 were reviewed and approved as presented.

Motion – Dinah, second – James C.; all in favor 3-0

### **FINANCIAL REPORT**

The Board and Membership were presented with the December 2024 financials.

### **BUSINESS**

- Director Carpenter presented an update on the Irrigation Restoration Project to the Board and Membership.
- The Board of Directors reviewed proposals from McWilliams Electric to provide constant power to the recreation center. Decisions on the proposal have been deferred to discuss further in the February Board meeting.
- The Board further discussed replacing the bridge at the Recreation center with Trex Decking. Director James C. and Director Richard will meet to discuss the color.
- The Board of Directors approved to move forward with the proposal #15592 from Koper Enterprises, Inc to refurbish the pool furniture in the color of Madras Teal for the fabric and black for the powder coating totaling \$35,485.38.  
Motion – Richard, second – James C.; all in favor 3-0
- The Board of Directors discussed three proposals for Kiddie Mulch and deferred decisions until the February meeting.
- The Board of Directors discussed the re-staining project for the fence and would like to see more natural color

options.

- The Board of Directors reviewed the design for the pool bands and approved their ordering.

### **SOCIAL COMMITTEE**

- Mrs. Smith announced that the social committee is planning the Easter event as well as a date for the Community garage sale.

### **NEW BUSINESS**

There was no new business to discuss.

With no further business to discuss, the open session adjourned at 7:27p.m.

### **EXECUTIVE SESSION**

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

#### **Homeowner Request(s):**

The Board of Directors welcomed three homeowners to discuss their recent ARC variance requests. Two variances were approved, one was denied with fines waived upon corrections made.

CM Jessica presented The Board of Directors with two waiver requests for their review and consideration. The Board unanimously made their decision regarding these requests. CM Jessica will communicate their decision to the homeowner.

**Executive Meeting Minutes:** The Executive meeting minutes from November 2024 were reviewed and approved as presented.

Motion – James C., second – Dinah; all in favor 3-0

**Violation Report:** The Board of Directors reviewed the current Violation Report and approved to send one account to the attorney for further enforcement efforts.

**Aging Report:** The Board of Directors reviewed the current Aging Report and did not send any new accounts to the Association's attorney for further collection efforts.

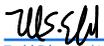
### **ADJOURNMENT**

With no other business to discuss, the Board adjourned the meeting at 8:43 p.m.

### **NEXT MEETING DATE**

The next Board Meeting is scheduled for February 20, 2025.

Minutes were approved on February 27, 2025 and attested to by:



Todd Edwards (Jul 7, 2025 13:27 CDT)

Brittany Lakes Homeowners Association

July 7, 2025

Date



Spectrum Association Management

07/07/2025

Date