

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 February 27, 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:

- Richard Roderman (Member at Large)
- Dinah Carpenter (Member at Large)
- Todd Edwards (President)
- James Temple (Member at Large)

Absent with apologies.

- James Charo (Vice President)

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.

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. One variance was denied and two variances were approved.

Executive Meeting Minutes: The Executive meeting minutes from January 2025 were reviewed and approved as presented.

Motion – Todd, second – Richard.; all in favor 4-0

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

Aging Report: The Board of Directors reviewed the current Aging Report and sent seven accounts to the Association's attorney for further collection efforts.

CLOSE OF EXECUTIVE SESSION

With no other business to discuss, the Board closed the Executive Session at 7:38 p.m.

AGENDA REVIEW AND APPROVAL

CM Jessica presented the agenda for the meeting as below:

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

The open meeting minutes from January 2025 were reviewed and approved as presented.

Motion – Dinah, second – Richard.; all in favor 4-0

FINANCIAL REPORT

The Board and Membership were presented with the February 2025 financials.

BUSINESS

- The Board of Directors reviewed proposals from McWilliams Electric to provide constant power to the recreation center. The Board requested an additional proposal from Crescent Electric and more details on the McWilliams Quote.
- The Board approved replacing the bridge at the Recreation center with Trex Decking in the color “Tiki Torch”.
Motion- Todd, Second- Dinah; all in favor 4-0.
- The Board of Directors discussed three proposals for Kiddie Mulch and approved the proposal from IMS.
Motion- Todd, Second- Dinah; all in favor 4-0.
- 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 discussed and approved the proposals for irrigation repairs from IMS.
Motion- Dinah, Second- Todd; all in favor 4-0

SOCIAL COMMITTEE

- Mrs. Smith announced the following dates for planned events.
 - Easter event April 12, 2025
 - Back to School Aug 9, 2025
 - National Night Out Event Oct 7, 2025
 - Christmas Event, Dec 13, 2025

LANDSCAPING COMMITTEE

- Mrs. Smith requested proposals for the monuments on Landing Blvd. to be presented at the meeting on March 27, 2025

NEW BUSINESS

There was no new business to discuss.

OPEN SESSION ADJOURNMENT

With no further business to discuss, the open session adjourned at 8:26 p.m.

NEXT MEETING DATE

The next Board Meeting is scheduled for March 27, 2025.

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



Todd Edwards (Jul 7, 2025 15:56 CDT)

Brittany Lakes Homeowners Association

February 27, 2025

Date



Spectrum Association Management

2/27/2025

Date