

**Brandywine Homeowner's Association
January 10th, 2017 Board Meeting Minutes**

Call to Order: The meeting was called to order at 7:00pm by the Association President, Buz Underill. All board members were present with the exception of Angela Taylor, Treasurer.

Current Board Members:

Buz Underill - President
Angela Taylor - Treasurer

Mark Koontz - Vice President
James Coffey - Secretary

Directors:

Gloria Pazel Paul Mouritsen Ron Reeves Van Reynolds

The following homeowners were also in attendance: Brian and Sarah Verse, Cheryl Gold and Paul Legge.

Approval of minutes: Mark Koontz, Association Vice President, made a motion to approve the November 15th meeting minutes as presented. The motion was seconded by Ron Reeves. Minutes were then approved unanimously by the Board.

Treasurer Report:

- The balance sheets, profit and loss sheet and the dues overdue lists were reviewed and discussed openly. No approval required at this meeting for the financials.
- Many folks have not increased their payment to \$100.00/month yet. A reminder will be written into the next dues statements that go out.

Committee Reports

Recreation:

- Mr. Mike O'Reilly obtained an estimate for replacement of all the tennis court windscreens (\$3800) from NIDY Sports Construction. This was greater than the original estimate for 75% screen replacement.
- Mark Koontz made a motion to approve the \$3800 funding to replace the tennis court windscreens. The motion was seconded by Mr. Paul Mouritsen. The motion was approved unanimously by the Board. (7:13PM)
- Van Reynolds will get a quote on replacement of the current tennis court lamps with LED lamps.

Safety:

- There was much discussion and concern about residents that speed in and out of the neighborhood.
- It was recommended that we attempt to identify those members and write them a personal letter to request that they slow down. It was also recommended that a flier be added to the monthly dues statement to request drivers slow down.

- It has been noted that cars have been parking in the common areas at odd hours of the night. Members and homeowners were encouraged to contact the Brevard County Sheriff's office to report any suspicious activity.

Stables:

- Buz spoke with Patty's attorney recently and they are nearing agreement on the language of a lease agreement for the stables. There may be communication as early as January 11th to convey the proposed document. Once received, the Board will meet to discuss and determine next step.
- There was discussion about personal injury liability regarding folks riding horses in the neighborhood. Brandywine Estates HOA has an insurance policy in place.

Landscaping:

- Ron Reeves surveyed the neighborhood and determined that 2 landscaping lights need repair at the front entry way. He will discuss repairs with TJ Kushner.
- It was noted that there is palm debris outside the south side of the tennis courts that needs to be cleaned.
- Ron Reeves will obtain another estimate on trimming back the oak tree on the west side of the tennis courts. He will discuss this with TJ Kushner also.

Architectural:

- There was discussion about Dave Armstrong possibly clearing a lot without permission. It's the last vacant property on tract B.

Equity Preservation Committee:

- Paul Mouritsen volunteered to assume this role.
- The biggest issue in this area is the removal of trees by homeowners without committee/Board approval.
- Communication is needed with real estate agents and new owners to inform them of the HOA requirements in this area. A welcome committee was recommended as well as constructing a website for Brandywine Estates.

Old Business:

- Delinquent Dues (previously discussed.)
- Follow-up on tax bill for \$230.00 when Treasurer returns (deferred to February)
- Follow-up on "Verify and clarify the definition of 'evict or eject' Patty since we have no lease with her" (Buz) (previously discussed)
- Boat in driveway on Sugar Creek (Has been moved to the storage area)
- External hard drive discussion for HOA documents (Secretary will use "Google Docs" for storage of documents).
- Need to make a final determination regarding windscreen replacement. (Motion made and approved).

New Business:

- Mr. Mike O'Reilly reported that there are issues with the tennis court light switches not working properly. Van Reynolds will get a repair estimate. At 7:16pm, Mr. Paul Mouritsen made a motion to approve up to \$1000.00 for the repair of the switches.

Van Reynolds seconded the motion. The motion was approved unanimously by the Board.

- The property located at the corner of Brandywine Lane and Sugar Creek Drive, owned by Jerome Wright, is still facing zoning issues and will need to discuss with Brevard County.

The next meeting will be held on February 7th at 7:00pm at the residence of Mr. Paul Mouritsen located at 2480 Brandywine Lane.

Adjournment: At 8:11pm, Mark Koontz made a motion to adjourn. Buz Underill seconded the motion. The motion was unanimously approved by the Board.