

**Minutes of the October 14, 2004, Board Meeting of the  
Brookeville Farms Homeowners Association  
Longwood Recreation Center**

**[Note: these minutes were approved by the Board via e-mail in January 2005.]**

Board Members Present: Sharon Wesolowski, Mike Wiercinski, Art Levine, David Sager, Lisa Barksdale

Board Members absent: Tim O'Connell, John O'Loughlin, David O'Bryan

Committee Members present: Gwen Crane

Call to order: President Wesolowski called meeting to order at 7:00 pm with five Directors (including herself) and one Member present.

Secretary's (August) Draft Minutes: The draft minutes from the August meeting were discussed but not approved because they did not reflect the Board's decision concerning late fees and the allocation of \$2,500 for tree replacements.

Treasurer's Report: The current Treasurer's Report does not reflect \$2,500 in tree replacement. It will be modified before the next meeting. The Board discussed the need to maintain an appropriate amount of reserves for major repairs as well as the need to provide regular income to cover anticipated costs, such as rising landscaping costs, routine repairs, insurance, etc. Currently there is no money in the budget for lighting, trees, or fencing for the west (new) entrance. There is no money budgeted to replace the light at the east (old) entrance. The existing fence needs to be stained/painted. Lisa volunteered to get an estimate.

Committee Reports:

Architectural: David Sager reported this was a slow time of year.

Landscaping: Gwen reported that the stone for the new entrance sign (west end) has been ordered by the builder but that we have yet to see a contract. This sign will be completed without the extra fencing, trees and lighting due to cost. The \$2,500 approved at the August meeting has been prioritized as follows:

1. Remove first dead maple in east entrance
2. Replace 9 dead willow oaks in common areas on Lubar
3. Replace dead maple tree on Bordly Drive in common area
4. Remove dead hemlocks in east entrance
5. Thin-out pines in east entrance

Gwen and Chrysa will be resigning from the committee in 2005 due to lack of time but will stay on to oversee the completion of the west entrance construction.

Annual Homeowner's Meeting: Our Bylaws required us to notify all homeowners via first class mail. We will include information such as the policy on tree removal/replacement. Also we can include an updated directory. Our goal is to set the meeting for February.

Art Levine will take over The Directory since Martha has left Brookeville Farms.

Next Meeting at Longwood Recreation Center on December 9<sup>th</sup> from 7:00-8:30 p.m.