

**Minutes of the April 21, 2005, Board Meeting of the
Brookeville Farms Homeowners Association
at the home of John and Katherine O'Loughlin**

[Approved by the Board at its June 15, 2005 meeting.]

Board Members present: Art Levine, David Sager, John O'Loughlin, Tim O'Connell, Dave O'Bryan, Mark Wesolowski.

Board Members absent: Kerry Hemphill, Lisa Barksdale, Mike Wiercinski.

Call to Order: Meeting was called to order at 7:00 pm by Secretary O'Loughlin with five Directors present. Another Director arrived later.

Secretary's Report: The minutes of the December Board meeting were approved previously. The minutes of the Annual meeting of the association will be reviewed and approved by the full membership at the next annual meeting in March 2006. The April Board meeting was postponed from April 14 until April 21 because of a lack of a quorum. Several Directors remained at the Longwood Recreation Center on the 14th to ensure that any homeowners who attended the meeting would know that it had been rescheduled, but no homeowners arrived.

Election of Officers: By unanimous consent, the Board elected Kerry Hemphill as president, John O'Loughlin as secretary, and Mike Wiercinski as treasurer.

Treasurer's Report: Mike was absent but sent the Treasurer's report via courier. The Board reviewed the payments of annual assessments and were pleased to learn that almost all accounts were current, notwithstanding the recent increase in the annual assessments. The Board deferred action on approving the proposed budget so that Mike could revise it to reflect the decrease in landscaping annual maintenance costs and so the Board could establish a budget line item for other maintenance objectives, such as painting the fence in the east entrance or continuing construction of the west entrance.

Committee Reports:

- Architectural. David Sager reported that some routine approvals had been granted, including one pool. John reported that he had been in contact with Chrysa Thear regarding the denial of her fence application by the Committee in December and the failure of the Board to overturn that decision in February. He said that he had asked her to submit a revised request for the rear yard and that Chrysa said she would consider doing so. The Board also discussed the extent to which the Board or the Committee should actively enforce the Covenants with regard to homeowners who fail to obtain approval for exterior improvements.
- Landscaping. Dave O'Bryan reported that he had been successful in negotiating a three-year maintenance contract with TrueGreen on favorable terms. Several Board members

commented that the competitive process was fruitful and expressed the gratitude of the Board to Mike and Dave for seeing it through. John reported that Jay Marks has volunteered to serve on the Landscaping Committee, which currently only has one member.

- Communication. David Sager agreed to draft and lay out a newsletter. John offered to supply an article. Other article suggestion included listing the newly elected officers and reminding members to submit applications for improvements to the AERC in a timely manner.

Old Business:

- The Board discussed a member whose account is more than two years delinquent. John reported that the Association's attorney had delivered a lien notice letter to the member and that legal action to record the lien would take place once the statutory period expires unless the homeowner pays the overdue amount by that time.

New Business:

- The Board discussed the preparation of a welcome package for new homeowners.

Adjourn: The meeting was adjourned at approximately 8:30pm. The next meeting of the Board will be on June 9 at 7:00pm at the Longwood Recreation Center.