

Minutes of the November 4, 2021
Board Meeting of the
Brookeville Farms Homeowners Association

Board Members Present: Phil Craig, Chris Milke, John O'Loughlin, David Sager, Randy Sands, Mark Wesolowski

Board Members Absent: Allen Bell, Valerie Carlson, John Hallen

Homeowners Present: Rhonda Harris

Call to Order: The meeting was called to order at 7:02 p.m. with six Directors present.

Secretary's Report: The Minutes from the September 9, 2021 Board Meeting were reviewed and accepted.

Treasurer's Report:

- Current Statement of Cash Flow was reviewed and no concerns about the current budget were raised.
- The County requires the Board to have a Reserve Study completed to determine if the common elements of the HOA (structural, mechanical, electrical) need reserve funds in case of repairs. The Treasurer will solicit bids for the Reserve Study.
- The Treasurer has initiated an audit and is awaiting a final report.
- The Treasurer is preparing a budget for 2022 that will be presented at the Annual HOA meeting.

Committee Reports:

- Architectural
 - Nothing to report
- Landscaping
 - Plant refurbishment has begun:
 - East Entrance - 3 hemlocks have been planted to fill in under the pine trees.
 - West Entrance – 13 cherry laurels and 3 boxwoods have been planted, and an additional 3 boxwoods will be planted in the future.
- Communication
 - October newsletter published.
 - Welcome packages sent to new homeowners –
 - John D. Springer and Helen H. Yoo (20509 Riggs Hill Way)
 - Christopher and Allison Reymann, and Jeff and Sharon Milgram (20304 Lubar Way)

Old Business

- Pet waste stations are being utilized – first quarter saw 162.3 pounds of doggy poop collected
- Homeowner was approached by a hunter requesting if he could hunt on their property. County stipulates Safety Zones for hunting:

“It is illegal to hunt, shoot or trap wildlife within 150 yards of any building or camp occupied by human beings without permission of the owner or occupant. For archery hunters this distance is 100 yards in Anne Arundel County and 50 yards in Allegany, Calvert, Carroll, Cecil, Frederick, Garrett, Harford, Montgomery, St. Mary's, and Washington counties”

New Business

- Potomac Disposal is increasing their fees and reducing their service from two pick-ups per week to one. John Hallen will solicit new proposals for trash pick-up to determine the best options available to the Brookeville Farms community.
- Proposed 2022 meeting schedule (anticipated to be virtual (Zoom)):
 - Thursday, January 6
 - Tuesday, February 1 – Annual meeting
 - Tuesday, April 5
 - Tuesday, June 7
 - Tuesday, September 6
 - Thursday, November 10

Adjourn 8:02

The County requires a reserve study to determine if the common elements of the HOA need funding to be reserved in case of repairs. The

indicates a need to budget for reserves;

requiring the annual budget of a cooperative housing budget for reserves;