

Brookeville Farms Home Owners Association
Board of Directors and Neighborhood Annual Meeting
February 11, 2003
St. Luke's Church
7:30 PM

Present: Phil Craig, Drew Flynn, Mark Garfield, Kerry Hemphill, Dave O'Bryan, Bret Stine, Sharon Wesolowski

There were 29 homes represented (including 11 by proxy).

1. **Roll Call;** Acting president, Kerry Hemphill asked for a Roll Call/introduction of Board Members. Kerry provided proof of meeting notification sent on January 27, 2003, by U.S. Mail. Kerry notified the home owners that currently (2) Board Members were acting as Board Officers until the newly elected Board held their first meeting and elected the new officers.
2. **Finance report;** Treasurer Phil Craig provided a copy of the 2003 budget to meeting attendees. Phil reported that this year's budget is in the red for \$2,633. The reserve fund will be used to clear the budget deficit. This is the first time funds have been pulled from the reserve fund.
 - Sharon Wesolowski noted that one item in the budget was in error: "Upgrade Landscaping at entrance, \$7000". The item's correct statement is: "landscaping projects, \$5000". The "landscaping projects" will be chosen by the Board during a board meeting.
 - Several home owners expressed concern that no funds were being officially funded for phase2 + 3 – examples, the entrance monument for phase2/3 and landscaping. It was noted that plants in the phase 2 circle died in the first 3 months of planting. A point was made that modification are always slated for the front of the development and the back of the development is left barren. Kerry told the home owners the Board will address the problems. Home owners should provide comments to the Landscaping Committee with specific requests.
 - Motion to accept the budget was seconded and approved.
3. **Elections;** The term of (4) existing Board Member's had expired; Phil Craig, Bret Stine, Chuck Leffler, Jay Marks. The ballot had (3) volunteers prior to the meeting. Kerry inquired if anyone wanted to nominate additional people. One home owner present at the meeting was added to the ballot. Another meeting attendee hesitantly noted that if the Board wanted a real vote he would nominate his wife who was not in attendance. Kerry declined the offer noting that we had received (4) people for the ballot. The following people where nominated and elected to fill the (4) general Board Member positions: Arthur Levine, Tim O'Connell, Martha Rakhshan, Mike Wiercinski.

4. **Architectural Committee;** A new architectural committee was formed. It was noted to keep the committee small so the scheduling and coordination of approving submittals would be manageable. Kerry asked Bret Stine to chair the committee. A motion was made to have one representative from each phase on the committee. Motion was seconded and approved.

phase 1 Bret Stine
phase 2 Gwen Crane
phase 3 Reza Rakhshan

5. **2002 Annual meeting Minutes;** Martha Rakhshan reminded the Board that it was appropriate to read the minutes from the 2002 Annual Meeting. Bret Stine read the 2002 Annual meeting notes.
6. **Landscaping Committee;** Jay Marks was absent from the annual meeting so Kerry Hemphill spoke for/in Jay's behalf. Jay Marks has been very successful in settling an excellent price for the landscape contract with True Green. Jay will remain as the head of the Landscaping committee even though he is no longer on the Board.
7. **Home Owners information sharing;** Martha Rakhshan has requested that the Board develop a means for better communication between the Board and home owners. Bret Stine noted that this topic was raised at the 2002 Annual meeting and no volunteers were found to make the changes.
8. **Misc:** Martha Rakhshan noted that a home in phase 3 was missing from the general sign up sheet. Martha noted that she mentioned this in the 2002 Annual meeting. Sharon Wesolowski asked Martha to write the home owner's name and address on the list and the information would be given to the treasurer for the official home owner list.

The meeting was adjourned.