

Minutes of the February 2, 2021, Annual Board Meeting of the  
Brookeville Farms Homeowners Association  
Zoom Teleconference

Board Members Present: Phil Craig, Shane Hickey, John O'Loughlin, David Sager, Bret Stine, Chrysa Thear,  
Mark Wesolowski

Board Members Absent: Chris Milke, Randy Sands

Homeowners Present: Steve Farnar, Sandy and Art Levine, Debbie Stine

Call to Order: The meeting was called to order at 7:04 p.m. with seven Directors present. Introductions were made.

Elections:

- The term of (3) existing Board Members has expired: Phil Craig, Shane Hickey, Chrysa Thear
- Call for nominations – Phil Craig, Shane Hickey, Chrysa Thear were nominated. There were no nominations from the floor.
- Phil Craig, Shane Hickey, Chrysa Thear were reelected to the Board.

Secretary's Report: The Minutes from the February 4, 2020 Board Meeting were reviewed and accepted as written.

Treasurer's Report:

- End-of-year review of last year's budget indicated that anticipated and actual costs differences were fair and reasonable and the HOA ended the year with zero unpaid homeowner bills and with a positive cash balance as of 1/2021.
- Proposed budget for 2021 was presented and discussed. Very few financial changes in income or expenses are anticipated this year

Committee Reports:

- Architectural
  - Four projects
- Landscaping
  - Planning to replace existing bushes at the West entrance with Cherry Laurels.
  - Planning to replace lost pine trees at East entrance with 6-8" hemlocks.

Communication:

- January newsletter published.
- Escrow for HOA web site - electronic.

2020 Accomplishments

- Architectural
  - Projects approved: 1 flagstone patio, 1 shed replacement, 1 fence, 1 solar panel project.
- Landscaping
  - New 3-year contract with Estes was negotiated and signed. Added additional items: clearing brush along sidewalk, West entrance mulching.
  - Over grown and/or diseased juniper bushes were replaced along the East entrance of the development.
  - Estes trimmed trees and vegetation in the common areas so that the sidewalk was clear for people walking.
  - Dead trees were removed from East entrance.

- Last year's plantings look good.
- Communication
  - Five HOA newsletters were published and distributed by email.
  - Welcome package sent to five new families.
  - Web site, [www.bfmdhoa.info](http://www.bfmdhoa.info), kept up to date.
- Other
  - Potomac Disposal is providing good trash service.
  - New 2-year propane pricing contract.
  - Speed camera re-installed on Bordly Drive.
  - CCOC annual survey completed.

#### Old Business

- Pet waste stations – title for common areas have been transferred to HOA. County preparing for site visit to determine location.
- Keystone Custom Homes, Retreat at Sherwood Preserve – 28 homes, 11 sold
- GOCA update – Minutes available at [goca.org](http://goca.org)
- Street lights repaired at Bordly Drive at Abrams Court

#### New Business

- Complaint from new homeowner: proliferation of deer, deer droppings
- Complaint from homeowner about tree roots raising areas along sidewalk making it difficult to ride bikes. Suggested a call to 311.
- 2021 meeting schedule (anticipated to be virtual (Zoom)).
  - Thursday, April 8
  - Tuesday, June 8
  - Thursday, September 9
  - Thursday, November 4

The meeting was adjourned at 7:41 p.m.