

**Brandywine Estates Homeowner's Association, Inc.**  
**November 14<sup>th</sup>, 2017 Board Meeting Minutes**

**Call to Order:** The meeting was called to order at 7:00pm by the Association President, Buz Underill. All board members were present with the exception of Gloria Pazel and Mark Koontz.

**Current Board Members:**

Buz Underill - President

Mark Koontz - Vice President

Angela Taylor - Treasurer

James Coffey - Secretary

**Directors:**

Gloria Pazel

Paul Mouritsen

Ron Reeves

Van Reynolds

The following homeowners and guests were also in attendance: Brian and Sarah Verse, Zohe Quintero, Tony Perez-Falcón, Jerome Wright, Bill Slover, Larry and Karen Wells, and Bert Forest.

**Approval of minutes:**

At 7:00 PM, Paul Mouritsen made a motion to approve the October 10th minutes as presented. Angela Taylor seconded the motion and the Board approved with a unanimous vote.

**Treasurer Report:**

- Reviewed the current Balance Sheet, Profit and Loss.
- The Knifleys will get a letter as they are past due.
- We received a special assessment of \$238 from Brevard County for fire expenses. The Board agreed that this is reasonable.

**Committee Reports**

**Recreation:**

- Some of the court lights were turned by the high winds of the hurricane but Van does not recommend having them straightened as they are not turned very far and are working fine.
- Van obtained an estimate of \$363 for the installation of a new net on the east court of the tennis courts. This will be completed and no vote is required for this amount.

**Safety:**

- No updates during meeting. (See the Post Meeting Note)

**Landscaping:**

- Ron presented an estimate for updating the entry lights to LEDs. It is \$2100. Paul Mouritsen recommended solar lights and will provide information to Ron about his. Ron will look into the cost of those.

**Architectural:**

- No updates.

**Equity Preservation Committee:**

- No updates.

**Stables:**

- Mediation will possibly be scheduled in December. Our lawyer has requested an executive session when the court date is known.

- Buz reviewed the current situation for the homeowners present. We are dealing with the countersuit from the stable owner. Mr. Forest commented about the letter he sent to the board expressing his discontent in the handling of the stables. The goal of the Board is to protect and fund the association in a reasonable manner.

### **Old Business:**

- Buz obtained an estimate of \$1500 to have the storm drain grates repaired. Since this is not an urgent concern Buz recommended he get more estimates.
- At 7:27pm, Paul Mouritsen made a motion to get the grates fixed if the cost is near \$400. Ron Reeves seconded the motion and the Board approved with a unanimous vote.
- Buz has obtained one advertiser for our website and is working on other businesses. Cost to advertise is \$200 + approximately \$50 to set up the advertisement.
- Jim will send an email to homeowners regarding the new standard of charging \$200 for Estoppel letters.

### **New Business:**

- The Proposed Budget for 2018 was introduced by Angela Taylor. The proposed budget will be uploaded to the website and sent to homeowners for review prior to the annual meeting. Some line items included mowing of pastures approximately 6 times per year and replacing the entrance sign. A discussion was held about the fact that there was no line item for fence repair/replacement. Angela mentioned that our current cash on hand is approximately \$40k which could cover that for the time being.
- The annual meeting was discussed. Mark Koontz will look into arranging the church on Brandywine lane as our meeting place on December 12th. The ballot for the election will have the following board members running again: Buz Underill, Angela Taylor, Jim Coffey, and Gloria Pazel. Brian Verse will run for Vice President. Jim will ask Mr. Sockbeson if he is interested in being a director to fill Van's vacancy. Paul Mouritsen and Ron Reeves have another year on their term.
- Jerome Wright discussed that he is working with the county to obtain a waiver to have his driveway on Brandywine lane. He needs a letter from Brandywine Estates as to why his driveway cannot be put on Sugar Creek drive. Buz will work with Jerome to complete this. Lastly Mr. Wright stated his desire that the HOA split the cost of the application process with him.

**The annual meeting will be held on Tuesday December 12th at 7:00pm at a location to be determined per the discussion.**

**Adjournment:** At 7:53pm Buz Underill adjourned the meeting.

### **Post Meeting Note:**

The following was sent from the Safety Committee Director and was intended for the meeting but was not discussed:

- The Green Cover off pedestal on corner of Durango & Grassmere was AT&T Equipment and fixed .
- The pedestal on the corner of Grassmere & Sugarcreek has been reported and called twice ...It is Spectrum equipment.
- it is still not fixed!

- Some neighbors walking dogs are not picking up. It is a county ordinance to pick up your dog's droppings!