

**Brandywine Homeowners' Association**  
**October 11, 2022 Board Meeting Minutes**

**Call to Order:** The meeting was called to order at 7:02 PM by President, T.J. Kushner. All members of the board were present. Directors Zohe Quintero and Shawna Slate were not in attendance.

**Current Board Members:**

T.J. Kushner - President                      Angela Taylor - Treasurer  
Mike O'Reilly - Vice President              Iliana Richolson - Secretary

**Directors:**

Buz Underill, Gloria Pazel, Ron Reeves, Zohe Quintero, Shawna Slate

**Immediate Past President:** Paul Mouritsen

The following homeowners were also in attendance: Michael Williams

**Approval of minutes:** T.J made a **motion** at 7:03 PM to approve the September 13, 2022 meeting minutes as presented. The motion was seconded by Gloria Pazel. The minutes were then approved by a unanimous vote.

**Treasurer Report:**

- Angela stated that Attorney Jim Beadle sent out letters to the Gates and Legge residents requesting payment for past HOA dues. She has not heard back from either of the homeowners. They have 45 days from October 4th to make payment.
- Regarding the budget: Angela stated that she received estimated costs from Mike (recreation), Ron (landscaping) and Gloria (safety) and without raising dues we are \$14,000 in the hole but can be covered from cash reserves.
  - Mike mentioned that one of the windscreens at the tennis courts is shredded and in pretty bad shape. Probably won't last no more than a year and will need to be replaced. Angela suggested we should wait for all the discussions to happen for windscreens, painting etc. We should put that all into the budget and not outside of that.
  - Angela asked the board if we still need services from Echos and Pierce, for the ponds and spraying of weeds. The board agreed to continue their services.
  - Ron requested to add 3% for 2023 to the estimates he provided, as the landscaping services are increasing their costs.
- Angela mentioned that some homeowners have requested electronic payment services such as Zelle and Angela confirmed that, yes we can accept Zelle. On outgoing payments we will not be charged, on incoming payments the bank will charge 1%. The question to the board is, do we want to offer the electronic payment option or do we pass along the 1% cost to the homeowners making the payment. The board agreed not to proceed with providing electronic payment services at this time due to additional costs.
- Angela mentioned that some homeowners have requested a neighborhood directory in the past. There have been a number of volunteers that have wanted to help in creating a directory, but unfortunately none of those volunteers have followed through. Angela suggests we add an electronic directory on our website where we can limit access only to homeowners. The board did not agree to proceed with a neighborhood directory at this time.

## Committee Reports

### **Recreation:**

- Mike stated that the lights at the tennis courts have not been fixed yet.

### **Safety:**

- Gloria - nothing to report.

### **Landscaping:**

- Ron looked into the wash-rack durability and provided an overall structure analysis and the board passed a **motion** to spend \$3,000 to fumigate.

### **Architectural:**

- Buz mentioned that Armstrong has complied to meet approvals and has met all the necessary requirements. Construction to the residence has begun. Pending an acceptable final landscaping plan.

### **Equity Preservation Committee:**

- Iliana mentioned that the violation letters have not been written up and mailed out yet.

### **Stables:**

- T.J. - nothing to report.

### **Old Business:**

- **Fences:** Buz mentioned that at the last meeting we discussed the board's unilateral authority to levy assessments for maintenance and upkeep.
  - The answer is yes and no. The declaration says, special assessment can be made by the board of the directors.
  - The bylaws say, the board shall have the power to levy special assessments as necessary for actual economic needs in the association with the consent of the members.
  - Buz suggested we proceed with addressing the fences at the annual meeting with 30 days notice and specifics on the topic for homeowners to vote on.
  - The board agreed to prepare a plan with material by the next November meeting so it can be presented to the homeowners at the annual meeting.  
**Action:** T.J. volunteered to prepare the material and Ron will support with the details.
  - Mike suggested raising the HOA dues to \$135 a year, which would help in resurfacing the tennis courts and increase the reserves. The board passed a **motion** to propose raising the dues so it can be presented to the homeowners at the annual meeting.

**New Business:**

- RV, boat, trailer parking - contact the secretary if you need to park your RV, boat or trailer.
- The board discussed the logistics and preparation of packets (to be sent out by November 15) for the annual meeting.
  - **Action:** Iliana will send out an email to homeowners announcing there is 1 director position open

Next meeting is scheduled for Tuesday, November 8, 2022. The next meeting location is to be determined.

**Adjournment:** At 8:50 PM, the meeting was adjourned by Mike O'Reilly.