

**Brandywine Homeowners' Association**  
**September 12, 2023 Board Meeting Minutes**

**Call to Order:** The meeting was called to order at 7:02PM by President Buz Underill. All members of the board were present.

**Current Board Members:**

Buz Underill - President

Angela Taylor - Treasurer

Paul Mouritsen - Vice President

Iliana Richolson - Secretary

**Directors:**

Gloria Pazel, Ron Reeves, Zohe Quintero

**Immediate Past President:** T.J. Kushner

The following homeowners were also in attendance: Wendy Reeves, Mark Koontz and Michael Williams

**Approval of minutes:** Buz made a **motion** at 7:03 PM to approve the May 9, 2023 meeting minutes as presented. The motion was seconded by Ron. The minutes were then approved by a unanimous vote.

**Treasurer Report:**

- Angela stated there is a change in the process which we have to follow when a homeowner is delinquent:
  - First the HOA will send them a letter saying if you don't pay within 30 days you will get a letter from our Attorney
  - Then our Attorney will send them a letter to pay within 45 days
  - If you don't pay within 45 days our Attorney will file a lien on the property.
- Angela stated that a letter was sent to 5 homeowners.
- Angela stated that our Attorney would like it as a Board to make a motion that in the event that there are any outstanding balances not paid by the required date then the Board gives the HOA Attorney permission to proceed with filing a lien on a property.
- The board passed a **motion** to grant permission to the HOA Attorney - in the event outstanding balances are not paid by the required due date the Board authorized the HOA Attorney to proceed with filing a lie on the property.
- Angela mentioned that Spectrum might give the HOA board a \$200 credit due to the Disney/Spectrum settlement on the next bill. Angela will confirm if they do.
- Spectrum is up for renewal in March 2024 and the Board will discuss the renewal options at that time.
- Angela stated that last month she moved \$20,000 from the checking account over to the money market account. She would like to move more because she doesnt think we should maintain \$46,000 in the checking account. More in the range of 12K to 15K. The board passed a **motion** to maintain an average of \$15,000 in our operating account with any access cash being transferred to the money market account.

**Committee Reports**

**Recreation:**

- Angela purchased the supplies to draw the pickleball lines on the tennis court.

**Safety:**

- Gloria mentioned a kitten was killed due to speeders.
- Golf carts and electric bikes are driving between homes.
- All dogs must be on leashes and please pick up after them. A letter will be sent to all homeowners as a reminder.

### **Landscaping:**

- Ron received estimates for the following:
  - The yearly front mulch \$4,640
  - Trimming of palm trees over by the stables for 103 trees at \$35 a palm tree, total \$3,605
  - Pepper tree removal over by the front entrance \$750
  - The board passed a **motion** to approve the total \$8995 for the landscaping.
- Angela mentioned that our insurance company requires a fire extinguisher in the Gazebo. **Action:** Ron will replace it.

### **Architectural:**

- Buz stated that there have been many roofs being replaced.

### **Equity Preservation Committee:**

- The committee will go back out in November to review for well kept landscaping.

### **Stables:**

- Nothing to report.

### **Old Business:**

- Zohe will be putting together a committee, confirming a date and Angela confirmed \$1000 as a budget.

### **New Business:**

- Homeowner Ms. Dickerson suggested in an email that the HOA board consider what options there are to offer Brandywine Estates homeowners who live along the entire western and southern perimeter of the neighborhood the option to purchase the pieces of common property right behind their backyards. Buz stated that it can't be purchased because that area is PUD zoning so it can't be sold.

**Adjournment:** At 7:40PM, the meeting was adjourned by Buz Underill.