

**Briarwick Homeowners Association, Inc.**  
**September 9, 2008**  
**Minutes of Board Meeting**

Location: Lutheran Church of the Resurrection

Present: Board Members: Stan Wolever, Joseph Stephenson and Darlene Stephenson.  
Association Manager: Cindy Panno Homeowners present: 6

**I. Call to Order**

The meeting was called to order by Stan Wolever, President at 7:00 p.m.

**II. Minutes of the Previous Meeting**

On motion by Stan Wolever and 2<sup>nd</sup> by Joe Stephenson, the minutes approved.

**III. Treasurer's Report:**

A. August financials were reviewed and delinquencies discussed.

B. As a cost saving method to defray costs of collection, lower the cost of coupon books and to obtain funds early in the year for expected sidewalk and drainage expenses, On Motion by Stan Wolever assessments should be collected in one annual payment. Discussion. Motion 2<sup>nd</sup> by Darlene Stephenson. All in favor.

C. 2009 Budget reviewed and discussed. In anticipation of required sidewalk repairs and needed drainage repairs impacting the roadway near the island on Edgemoor that would cause the use of Reserve funds, the assessment was raised to accommodate these expenses. On Motion by Stan Wolever and 2<sup>nd</sup> by Joe Stephenson the Budget as presented is accepted. All in favor.

**IV. Architectural Guideline Discussion**

A. Review and discussion of Draft 4 of the Architectural Guidelines. Additions and edits were added to further define line items. On Motion by Stan Wolever and 2<sup>nd</sup> by Joe Stephenson the document is approved. All in favor.

**V. Old Business**

A. Sidewalk trip hazards have been reviewed by 3 contractors to grind some areas and replace some sections of sidewalks. Dol-Fan Construction is the low bidder at \$6,800. On Motion by Joe Stephenson and 2<sup>nd</sup> by Stan Wolever, the Dol-Fan bid is accepted. All in favor. Stan will review the scope of work with Dol-Fan Construction to be sure each trip hazard and broken sidewalk is included in the project.

**VI. New Business**

A. Annual Members meeting and Election of Directors is scheduled for October 27. Stan suggested that the Board of Directors be increased to 5 members. This issue will be discussed at the Annual meeting.

B. Cindy is directed to contact The Master Assn. to have the entry trees trimmed up, have the noisy gate repaired and to ask that annual flowers be added to Briarwick entry as is done at other entrances in the community.

**VII. Adjourn**

There being no further business, the meeting was adjourned at 8:25pm

Respectfully submitted,  
Cindy Panno, LCAM  
Association Manager