

Brookfield Heights Homeowners' Association Board Meeting
Minutes
March 5, 2024
Comfort Suites Meeting Room, 31 Frontage Road

Board Attendees: Ed Butler, Jeremy Gibbs, Sharon Byrd, Angela Felkey, Kim Carlson, Jo Ellen Horton, Matt Curtis, and Angie Curtis

Homeowners in attendance: Evan Gibbs, Chuck Cochran, Randy Rottler, Jacob and Amy Wolff, and Bill and Karen Scott

Tim Stevens was present for the beginning of the meeting

Meeting called to order at 6:30 PM by Ed Butler

Reading of Minutes:

Minutes presented from the February 2024 meeting. Motion and second made to approve minutes as presented. Motion approved.

Treasurer's Report:

Sharon presented the Treasurer's Report. Balance for General Checking is \$44,205.69; Balance for Money Market account is \$60,542.54.

87% of 2024 Annual Dues have been collected as of today.

44 homes still owe Annual Dues. 16 past due notices have been mailed. Sharon plans to get the rest of them mailed in the next few days.

No invoice received from Eads, Murray, & Pugh for February. Assumption is no expenses from them for the month of February.

Sharon explained collection procedure to homeowners in attendance. If not paid by January 31, a second notice is mailed to the homeowner. By the end of March, a third and final notice is sent to the homeowner. By the end of April, this gets turned over to the attorney for collection. Fees accrued from the attorney are passed on to the homeowner. Paypal has been updated by Angie on the BH website for payment.

Budget for Easter candy is less due to plastic eggs purchased last year. Motion and second to approve Treasurer's Report as presented. Motion approved.

Report of Officers:

President's Report:

All information will be presented in New Business.

Other Officers: All information will be presented in New Business.

***Suspend Agenda for Tim Stevens to discuss Property Improvement Request**

Plans to build shed in backyard. Plan completion date is end of September. Paperwork shared with board members. Tearing down current shed, located in right hand back corner, will flatten yard. New shed tressees will be wood, inside will be wood, steel on outside. HOA doesn't allow metal roofs/siding. Vinyl is approved. Question about dimensions of shed. Shed will be charcoal gray, but will match house once remodel is complete. Pine trees in backyard will be removed. Question raised about power to shed. 12X44 addition to house. Neighbors to north and south both approve the plans. Permits must be obtained. Must have approval by Board before permits will be given, per Tim.

The following Information needed from Tim, in writing: will do vinyl siding, provide general color for shed, and provide specific size of shed. Motion and second to approve and allow Tim and Shirley Steven's project per our conversation tonight (height not more than 9 ft., definitive number for size of shed, copies of permits after Board approval, drawing of dimensions of addition) to proceed as long as we receive information being requested for this project. Motion approved.

Report of Committees:

Welcoming Committee: Basket given to the most recent house.

Property Improvements Committee: One already discussed; other one will be discussed in New Business

Activities Committee: 202 BH Facebook members; Easter Egg Hunt (HHS students will fill eggs with candy); volunteer request will be put on FB page.

Easter Egg Hunt is Saturday, March 30th @ 12:00.

Garage Sale-Discussion of sign and food trucks who will be in attendance. Discussion of expense with trash removal. Feather type sign for Food Truck (to be put out on Wednesdays). This can be ordered on Amazon. Price from Amazon \$61.98. Limited choices for design on flag.

Covenants and Infractions Committee: Matt and Jack met with a homeowner who was very receptive to conversation.

Parks and Grounds/Oversight Committee: Will discuss in New Business

Website/IT Committee: January Minutes are online. Website updated. Petition banner has been removed from website. Added Kim to Infractions Committee on website; Events through September have been updated on website. 170 visitors to website; majority going to HOA Dues page. Site speed is normal. Discussion for Property Improvement Request form file updates. Database for non board committee members. Welcoming committee to have list with contact information. BH Facebook page is at 200 members!

Discussion for people who are denied on Facebook, to reapply and answer the questions & agree to the rules. People can reapply as many times as they want to.

Ed wishes to thank IT Committee for work on Jotform (and Evan!). Also, thank you to Board members for time and effort in reaching out to neighbors for Jotform and Facebook. 236 or 238 Jotforms completed. Jeremy will contact Jotform to cancel.

Old Business: Need to have a work session to have a special meeting for neighbors to ask questions/offer input for tennis court improvement project. Still need asphalt contractor. Updated neighbors in attendance tonight on the project. Discussion of overall cost of project; Met with Old National Bank. Discussion of moving ahead with project or alternatives.

Eric V- Request to move shed from back right corner to back left corner. Motion and second to approve improvement request for information received from Eric V. Motion approved.

Streets Improvement Petition- 236 or 237 signatures on Jotform. 332 total houses in neighborhood. Discussion of goal of having more signatures. Discussion of some people not being aware of petition. Discussion of Facebook page and longer term vision with the page.

Low Profile Banner- Motion and second to approve \$75 to purchase the feather sign/ food truck banner for Thursday nights. Motion approved.

Mulch for Playground - quote for mulch will be discussed at next month's meeting under Old Business.

New Business: Writing the Quarterly Newsletter; No interest shown; Cecil Shoemaker, former BH Secretary, agreed to responsibility of writing the BH Newsletter. He had previous experience writing the BH Newsletter. Correspondence with him will be made by email. Angie has agreed to receive the copy of the Newsletter once finished to proofread and send to other members. Board members all in favor of Cecil Shoemaker writing the BH Newsletter.

Bad news/Sad news! Jeremy Gibbs, Vice President resignation. 😞

Ed and the entire BH Board would like to thank you, Jeremy, for all you have done as a Board member and friend! You will be missed on the Board!

Jeremy would like to continue working on the IT Committee. Will be a moderator instead of an administrator. Discussion of Jeremy's decision and full support from Board.

Resignation announcement will be made on FB page.

An announcement will be made on FB and email for neighbors with interest in fulfilling a position on the Board of Directors. Discussion that an interview would occur if more than one person is interested. Position would be through November.

Eads, Murray, and Pugh meeting in Indianapolis; need to know attendance by end of March.

Questions/Concerns from the audience:

Question raised regarding the need for approval of a new front door system. No approval needed.

Discussion from neighbor with white trailer and garage project; timeframe is approximately 3 weeks; other options for trailer placement discussed. Discussion about possibility to get a shorter trailer. Question raised about how long the current placement will be allowed. Both parties agreed to keep in current spot for a reasonable timeframe as long as regular communication occurs with Matt, keeping the Board updated on the project.

Question from audience regarding attendance for previous meeting. Reference was made to the November meeting, which had higher attendance due to being the Annual Board Meeting. Board members fulfill duty from November through November. Short meeting occurs immediately after this Board Meeting to elect officers.

Discussion regarding the mowing contract. No other companies showed interest. Discussion to keep contract with Clint Federer. Treatment and mowing costs discussed. Overall happiness with his work to treat and mow along 26 and the neighborhood park. Motion and second made to approve Clint Federer Mowing Service (mowing and treatment) for this year. Motion approved.

Meeting adjourned.

