

**MINUTES OF MEETING
BROOKFIELD HEIGHTS HOA BOARD
JUNE 5, 2017**

In Attendance: Sharon Byrd, Jaime Curry, JoAnn Ferris, Jason Hayden, Dan Suiter

Treasurer's Report: The Treasurer reported that all but one household has paid their annual dues. An additional reminder was sent at the end of May. The homeowners that owed for 2 years paid dues plus interest in response to the attorney's demand letter. The amount collected was \$282.13 with \$188.09 to the Brookfield Heights HOA for dues plus interest and \$94.04 to attorney fees. Budget is on track for this year with no unforeseen expenses. Nine welcome baskets have been delivered to new residents to date. The basket is in the shape of a house and includes truffles, other candy, local honey and a package to make homemade biscuits and coffee, some other goodies, welcome letter and a card. If the homeowner is from out of town, information from the local Visitor's Center is included. We receive a corporate discount and pay \$50 for a \$60 basket. When it was noted that we had already spent half the proposed budget for welcome baskets, Sharon indicated she would try to find a less expensive option.

Website: Jason will upload the budget, meeting minutes, information regarding how to report problems with street lights and streets, and reminders about fireworks hours and parking on streets. Faith's Race for Hope hours are Saturday, June 10, 2017 from 7:30 a.m. to 12:00 noon.

Neighbor Communication: One homeowner reported damage to grass in the park by a lawn mower. Dan will contact the lawn service regarding repair of the damage. Another homeowner reported a neighbor who was not mowing. The most affordable remedy the Board can offer is to send a letter to the offending neighbor. It was mentioned that the first action should be the homeowner discussing his/her concerns directly with his/her neighbor. Two homeowners had improvements approved in May.

Facilities: The sink hole in the park has not changed. Dan will fill in the hole with gravel/soil. Jason will investigate obtaining grants available to nonprofit organizations for playground material. Dan has seen a type of matting that can be used instead of playground mulch. Jason will also investigate moving the swings to a lower height.

Misc.: Dan presented a proposal from Main Street Management to take over the tasks currently performed by the Board members especially with respect to the Treasurer's duties. The Board members will review the proposal and discuss at the next meeting. In the meantime, Dan will attempt to obtain additional proposals.

Meeting Schedule: The following are dates for the next Board meetings. They begin at 7:00 p.m. with location(s) to be determined.

Monday, August 7, 2017
Monday, October 2, 2017
November Annual Meeting
Monday, December 4, 2017 with new board members

