

Meeting of Brookfield Heights HOA Board of Directors  
Tuesday, August 23, 2022

Called to order at 6:30 p.m. by President Leo Melle

Members present: Leo Melle, Lamyra Davila, Cecil Shoemaker, Sharon Byrd, Matt Curtis, Angie Curtis, Joellen Horton

Member absent: Leslie Reed

Agenda approved with flexibility.

Minutes of past meeting (7/5/22) and notes from neighborhood meeting (8/10/22) approved by acclamation.

#### President's Report (verbally)

1. Wasp nest at park destroyed at park.
2. All MSDS certifications are in hand.
3. Swing set seat inspected. Crack found. New one ordered for replacement.
4. Park lighting times are currently set for on at 8:30 p.m., off at 9:30 p.m.
5. A Verbal Estimate for addition of handicapped ramp at park is for approximately \$3,500 by Musser Concrete. Musser is supposed to contact Leo for an onsite inspection and written quote in the future.
6. New tennis net headband will cost \$175-200 for repair and \$255-260 for new one.
7. Tippecanoe County drainage culverts were inspected, Leo took pictures, and all appear to look in cleared of any debris.

#### Vice President's Report (verbally)

1. Lamyra will report back about repair of surface of tennis courts. She had 3 widely varying estimates: \$10,000 or \$20,000 or \$55,000. We should be able to commence work in Spring 2023 after final estimate is nailed down.
2. Other work was not reported due to deviation from printed agenda by president.

#### Treasurer's Report (printed)

1. We have \$44,770.39 in General Checking and \$40,526.05 in Money Market. Our financials look healthy.
2. 12 Homeowners have not paid annual assessment. Brandon & Sonya Greene, 214 N. Brookfield Drive are moving. Sharon is in process of sending out 2nd notices by return receipt.
3. Up-to date budget was presented. Although \$5,175 was budgeted as Reserve transfer, this amount is still in the Money Market account.
4. Our ending balance for this year (\$44,770.39) is the highest from 3 previous years.
5. Treasurer's Report accepted after motion and second.

#### Social Chair's Report (printed & verbal)

1. Recycle Saturday is scheduled for Saturday, September 3 from 9:00 a.m. to 1:00 p.m. Sign at entrance of neighborhood has been placed. Leaflets will be distributed to homeowners the week prior (August 29-Sept 2). Our partners are Eco-Shred for \$10/box on site, Habitat for Humanity ReStore for housing equipment donations, Tippecanoe Sheriff's Department for collection of outdated prescription and over-the-counter drugs (NO needles accepted), Tippecanoe Solid Waste for educational materials and information about rain barrels, and Best Way Recycling providing a pod for glass, metals and paper. Best Way will install unit at our park from Friday, 9/9 until Monday, 9/11. JoEllen is still working on getting Salvation Army truck for donation of clothing and other household items. All of these partners will be set up in parking lot of park for drop off service.
2. JoEllen has arranged for some food trucks to be available for curbside purchases on Saturday, Sept. 3: Brown Sugar Donuts and El Mata Antojos.
3. Food trucks have been arranged until the end of October. See our Facebook page for more detailed information.

4. When speaking to Sheriff's office, she learned that they would be posting 2 unmarked units to slow down speeders in neighborhood. Also, crosswalk and lane markings will be painted soon. The installation of a Stalker Radar to inform drivers of their speed is cost prohibitive at this time.
5. JoEllen also presented the idea of Lighting Up our Park with Christmas from end of November to early January. Lamyra will check on converting some outlets from 220 to 110 in order to accomplish this project. More information and request for volunteers will be forthcoming. Board decided that the lights should be purchased by the Board in order to maintain consistency.

#### IT/Webmaster Report (verbal)

1. The Property Improvement Form has been posted to our website in the form of a Google Doc.
2. Updated information concerning Recycle Saturday will be posted soon once received from JoEllen.
3. Angie would like to post a banner on the website for important events coming soon. She would also like to update the pictures that are currently on the website.
4. Angie reported that according to VistaPrint our website has had 380 views this month, 1,044 views in June and about 91 views per week. 63% of views are from desktop computers and 37% are from mobile devices.

#### Old Business

1. There ensued a heated discussion concerning the current governance of the Board. Most of it seems to be in regards to communication with our past law firm and lawyer. Three names were brought up concerning local lawyers to service our Board: Randy Vonderheide (who is retiring soon), Alexander Burns, and Kevin Riley.
2. The Board was leaning heavily towards the Indianapolis law firm Eads Murray & Pugh P.C., an Indiana law firm that specializes in HOA law.
3. Cecil moved we contact the Indianapolis firm to become our representative, JoEllen seconded the motion. After some dissent during the discussion with considered input from our treasurer, we decided to vote against the motion. Cecil agreed to contact Kevin Riley to ascertain his interest in being our representative. The Board considered this a good idea; however, Matt Curtis felt it was in our best interest to make a final decision within the next two weeks. All concurred.

#### ANNOUNCEMENT

Annual Brookfield Heights HOA meeting will occur on Thursday, November 10, 2022 at 6:30 p.m. in the Faith Community Center meeting room.

Since most of the new business items seem to have been covered through our discussions on other items on the agenda, President Leo adjourned the meeting at 8:45 p.m.

Respectfully submitted,  
Cecil Shoemaker, secretary  
Brookfield HOA (8/27/22)