

Brookfield Heights Homeowners' Association Board Meeting
Minutes February 6, 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 (present for part of the meeting), and Angie Curtis
Homeowners in attendance: none

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

Reading of Minutes:

Minutes presented from the January 2024 meeting. Clarification given for the correct spelling of Jo Ellen Horton's name. Thank you! Clarification given for Light Up Brookfield Heights for 2024. This event will not occur on the night of the Annual Meeting. Instead, it is planned for a later date in 2024. Motion and a second made to approve minutes as presented. Motion approved.

Treasurer's Report:

Sharon presented the Treasurer's Report. Balance for General Checking is \$41,397.02; Balance for Money Market account is \$60,541.58

78% of 2024 Annual Dues have been collected as of today.

No invoice received from Eads, Murray, & Pugh for January. Assumption is no expenses from them for January.

Motion and second made to approve Treasurer's report. Motion approved.

Question raised about envelopes for Annual Dues to be sent in. Ed will contact the person who has requested the envelope when it is time for dues to be paid.

Report of Officers:

President's Report

Discussion about removing the original Brookfield Heights Facebook page; Discussion about directing people from the old Facebook page to the new Brookfield Heights Facebook page.

Property Improvement notifications can be discussed in an open forum. Names and addresses can be used in open forums per Attorney.

Vice President's Report

Discussion of a date to shut the old Facebook page down.

Discussion on upkeep of the brush along 26.

Treasurer - Nothing to report

Secretary- Nothing to report

All other officers stated nothing to report during this time.

Committee Reports:

Jo Ellen will ask Michelle T. if she is still interested in being on a committee.

Sanders wants to remain on committee.

Property and Improvements Committee:

Jeremy requests to be removed from Improvements Committee and removed as an alternate on Infractions Committee.

Paul Felkey and Terry Clendenen agreed to help with Improvements Committee; Still need to add a 3rd person to that committee.

Additional ideas; Discussion to fix Property Improvements Form and process for approval for the homeowner.

Welcoming Committee:

House that was supposed to close in January; Sharon contacted Title Company but the deal didn't go through; A second house was supposed to close at the end of February.

New family on Jeremy's court. Mary was supposed to contact them. Kim Carlson stated they talked to him.

Activity Committee:

Jo Ellen provided pages containing all planned activities, event dates, and food truck events.

Food truck events are fully booked. Vendor information page provided for Board members.

Famous Franks booked for 20th and 27th; No reply from Guac Box; No answer from other vendor (Shaperell)(sp?). JT Hickman booked for Family Fall Festival.

Price for JT Hickman discussed; \$150

Covenants and Infractions Committee:

Matt-not present

Park/Grounds/Oversight Committee:

Information will discuss later in meeting

IT/Website Committee:

January 2024 Minutes and December 2023 minutes are on the website.

99 new visitors to website

Discussion to add new members to BH Facebook page

Discussion of Property Improvements request form

134 Facebook members

Old Business:

Discussion of tennis court improvement project;

Ed and Sharon will meet at Old National Bank for discussion of how to finance tennis court improvement project.

Brick leftover in shed is from signs; discussion of maintenance of brick

Need mass mailing to reach neighbors regarding cost of tennis court improvement project.

Discussion of special meeting

Outdoor Court Specialties in Indianapolis is option to use outside of Lafayette. Not able to find someone to do the job that is from Lafayette.

Discussion how to temporarily fix cracks in tennis courts

Need answers for asphalt job and a budget number to present to neighborhood

Brookfield Heights email account-one Property Improvement email request to move shed to other side of property by May 2024; Ed will follow up on this.

124 signatures for street improvement petition; Discussion of date for JotForm signatures to be collected. Need to have signatures collected by Feb.29th.

Discussion of going door to door to get signatures.

Motion and second to keep JotForms for two months for \$129/month. Goal is 330 signatures (at least 2 per household)

Pricing for low profile banners for food truck - \$237 per side; \$711 for 3 sides

Discussion of other options for signs for Food Truck Thursdays that are more cost efficient

Mowing and Treating Common Grounds-Quote from Clint Federer will be brought next month.

Other options can be brought for discussion; other options must have a license to treat common areas.

New Business:

Motion and a second to approve JotForms for 2 months at \$129/month ending Feb. 29th.

Motion approved.

Mulch & Playground- last year we paid **\$285.10**; 7 yds. @ \$29.00/yd= \$203.00 + 17.2 miles delivery fee @\$3.689=\$63.45 = 266.45 + 18.65 sales tax= **\$285.10**

Will need more than 7 yards; Discussion of using delivery truck for mulch and how much mulch is needed; Will discuss more next month

BH Emails for Discussion:

BH resident SC renting, but wants to buy a house. SC talked to the Board about babysitting school-age children. Limited foot traffic due to children going to school. Discussion of small business out of house; No business allowed from house per covenants;

Board agrees to allow small businesses at home as long as no issues are created.

Discussion of BH resident with shed project; 1)tear down old shed; 2)new shed 24x24 ft; 3)addition on back; Need permit and inspection reports from county

Quarterly newsletter: Contact Cecil to see if he is interested in doing newsletter; make another committee; Kim offered to help with newsletter (others on Board also willing to help); will add newsletter to Welcome baskets

Sharon brought up Liability insurance- ends 10th; Liability insurance increased from \$866 to \$1,026; price locked in for 3 years; same coverage and no changes were made in previous year Motion and second to renew Henriott Insurance as Liability Insurance provider for BH neighborhood; Motion approved.

Motion and second to adjourn. Motion approved.