

Brookfield Heights Homeowners' Association Board Meeting
Minutes
April 2, 2024
Comfort Suites Meeting Room, 31 Frontage Road

Board Attendees: Ed Butler, Sharon Byrd, Angela Felkey, Jo Ellen Horton, Matt Curtis, and Angie Curtis; Board Member Kim Carlson not present for beginning of meeting. She arrived in the first half of the meeting.

Homeowners in attendance: Mike Heidenreich, Mary Corwin and Rick Wellner, Jacob Wolff, Alane Pajor, and Hirra Suiter

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

Reading of Minutes:

Minutes presented from the March 2024 meeting. Motion and second made to approve minutes per the correction of the "do nothing" part of minutes. Motion approved.

Treasurer's Report:

Sharon presented the Treasurer's Report. Balance for General Checking is \$44,684.78; Balance for Money Market account is \$60,543.57

This is the third month in a row that we have not received an invoice from the attorney's office .

93% of 2024 Annual Dues have been collected as of today.

15 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. Sharon explained the process of collecting annual dues to the audience. Question asked regarding anyone being turned over to Collections. Process explained.

Motion and second made to approve Treasurer's Report as presented. Motion approved.

Report of Officers:

President's Report:

A neighbor brought up an issue with the drainage ditch at Checkers Lane. Ed met with Surveyors at the location. Problem is the overflow on pond in Brookfield Farms comes through the underground. Drainage cover gets filled up with trash, etc. Pipe is plugged and not not able to open it up. May have to dig tile up and clean it out. Our drainage tax pays for this maintenance, therefore, there should not be a fee. Paid for by drainage account.

Report of Committees:

Welcoming Committee: Some neighbors not answering the door. In that case, a note was left for the homeowners. It's going well and the note idea works well. Dollar amount for basket is around \$47. It was agreed upon that this amount is adequate for the basket for new homeowners.

Property Improvements Committee: Ed thanked IT Dept. (Angie and Jeremy) for Property Improvement forms on the website. Discussion of having documentation of property improvements so that future boards have something to refer to if needed.

Activities Committee: Facebook page is currently up to 210 members. Old membership was 173. Easter Egg Hunt was successful. 1,000 eggs were filled and egg hunt lasted less than 15 minutes. Question raised about other people from surrounding neighborhoods outside of Brookfield Heights attending our events. We welcome guests at our social events. Sign has been ordered for the garage sale. Jo Ellen will start to post about garage on Facebook. Feathered flag for food truck nights has not been ordered yet, but will be soon. Family Fun Festival- need to discuss rain date options. Will return next month and discuss options.

Sections of Fall Family Festival:

Randy- will meet to discuss beer and wine at fall festival

Jo Ellen would like to offer landscaping grass to be removed from her yard and planted at the Brookfield Heights signs.

Covenants and Infractions Committee: Communication with the neighbor with the trailer has been good. Other neighbor(s) have questioned the presence of the trailer. Communication has been good with all involved.

Parks and Grounds/Oversight Committee: Clint started mowing, but didn't mow park yet so he can get on schedule for Thursday. No treatments applied yet. Discussion to have help with mulch on the playground. Discussion to do this after the garage sale.

Website/IT Committee: February Meeting Minutes have been posted. Jeremy continuing as moderator. Mobile usage 5% increase. Angie made an improvements email to be used for improvement information. Utilize google storage space. Need to set webmaster BH recovery email as backup instead of personal email.

Old Business:

Update on tennis court improvement project. Need to have a meeting to discuss this. Still trying to get someone to do the asphalt project.

BH email account: 4 emails came in. All property improvement requests. Streets Improvement Petition turned in March 13th. Total of 216. Ed thanked all the neighbors that signed the petition or filled out Jotform on Facebook and also the board members who helped. Ed will continue to maintain contact with the person regarding street improvements for Brookfield Heights.

Low Profile Banner has been discussed and will be coming.

New Business:

Request from Mike Russell at 100 Goldersgreen to get a new 12x16 shed for his backyard. Will have overhead garage door in it. LP Smart Siding Wood. Discussion about metal roof for shed. Shed will be in the back southwest corner. Discussion regarding height of shed. Motion and second to approve the shed as long as the height is 9 ft. or less. Motion approved.

Request from Alane Pajor at 316 N. Brookfield. Replacing roof on house using Wabash Valley Exteriors; Highlander shingles; natural wood . Replacing gutters as well. April is the estimated start time. Motion and second to approve the property request at 316 N. Brookfield. Motion approved.

Quarterly newsletter was released. Cecil Shoemaker will maintain the Brookfield Heights newsletter. Contact Cecil by email with any pictures or news to share.

Board replacement per covenants: request will be on Facebook and email for interested members. Board members will discuss if there are multiple people with interest, and it will be voted on by the board.

Twenty-five yards of mulch needed; recommendation is 3 inches of mulch. Discussion regarding cost of purchasing mulch from Wrede Rock for the playground. Subtotal is 749.70 Tax 52.48 = total 802.18. Kim will research mats for playground. Motion and second to accept Wrede Rock's offer of 802.18 for mulch. Motion approved.

Eads, Murray, and Pugh Spring Seminar date is April 23rd. Ed, Matt, and Angela will attend. Kim will follow up with her decision.

Harrison National Honor Society filled Easter eggs for us. Motion to donate 200 dollars to Harrison National Honor Society as a thank you to them. Money donated will be used

by NHS to purchase blankets for the homeless in our community. Motion and second to donate 200 dollars to Harrison National Honor Society. Motion approved.

If any neighbors are willing to help give back to the community, please let any of us know. We need a board member or volunteers to help with events throughout the year. Please contact one of us to help!

Next Brookfield Heights Board Meeting: May 7, 2024 at 6:30 pm

***Note: Location for this meeting will be Faith Community Center Meeting Room #1**

Motion and second to adjourn meeting.

Meeting adjourned.