

**Brookfield Heights HOA Board Meeting Minutes**  
**Tuesday, March 30, 2021**  
**6:30 pm via zoom**

**Attendance:** JoAnn Ferris-Treasurer, Cheryl Strong-Property Manager, Macy Hart- Assistant, Nikki Engel-Secretary, Jamie Schlueter-President

January 19th's minutes approved.

Budget:

2021 to date looks good and on track.

2020 taxes have been filed.

Dues report: Cheryl has sent out final late notices. Three households sent to collection have paid the attorney. The Board issued authorization to Cheryl to notify the attorney to file suit on the remaining three households who were sent to collection but failed to pay in the allotted 30 days.

\$1600 will be budgeted in 2022 for taxes on the interest from the investment CD.

Directors and Officers Insurance policy paid in March. Cheryl had an agent review our insurance policies who did not recommend any changes and thought our current coverage was good and at a fair price.

Our address has been updated to Cheryl's office with the assessor's office.

New members fee charged at closing of \$110, different from HOA annual dues.

Park:

Board authorized Cheryl to schedule painting of picnic shelters with Brian Denham. We will need to know date he plans to power wash so that water can be turned on.

Cheryl is still awaiting bids for sealing basketball court and parking lot.

The playground mulch around the swings was fluffed by JoAnn and her husband. The mulch around the playground equipment needs to be done. JoAnn stated that the depth of the mulch is adequate for safety purposes.

Tennis court repair/maintenance was discussed. Cheryl is still obtaining bids for various options. These options may be presented to the HOA membership at the annual meeting.

Lights at the park/tennis courts will remain off for the foreseeable future.

Jamie will reinstall the basketball nets.

**SR 26 landscaping/park:**

Board discussed options for landscaping around the signs in front of the neighborhood, grass maintenance, and weed control in public spaces. The Board reviewed bids Cheryl has received from several landscapers and authorized to continue with Caddyshack for mowing only. Cheryl will contact Trugreen for an estimate for treating the park and the Board will then make a decision between Naturescape and Trugreen for lawn treatment. Cheryl indicated she usually solicits bids for landscaping in August and she was instructed that we would like her to do so for this year.

JoAnn contacted INDOT and learned that the property along SR 26 is partially owned by INDOT (from the street side curb to the northern end ditch where the concrete Right of Way poles are placed) and by the adjoining property owners. JoAnn also learned that INDOT will only mow 5 times per season and only the Right of Way. She was advised by INDOT that it would be unwise to spend a lot of money to keep up the area because of ownership issues. In view of these findings, the Board agreed to continue mowing in the area to maintain appearance but not continue to apply weed treatment. It was noted that the weed treatments applied by Caddyshack in the past years have been largely ineffective. It was also agreed to not authorize spending for shrub/tree maintenance which is the responsibility of INDOT and the adjoining homeowners. The Board did agree to maintain the areas around our signs and Cheryl will obtain bids re weed removal and planting sedum (a perennial that blooms, is colorful, and also drought resistant.)

**Events:**

The board has decided to not sponsor public events such as the garage sale at this time due to covid still being an issue. Homeowners may still hold garage sales at their discretion.

Thursday, November 11, was agreed upon as the date for the annual meeting. JoAnn will reserve Community Room 1 at the Faith Community Center.

**Covenant Amendments:** Cheryl will be contacting the attorney with a list compiled by Jamie and JoAnn. She will first get an estimate re cost.

**Covenant enforcement and Improvement requests:**

The board discussed the current infractions and requests.

**Communication:**

All future communication will go directly to Cheryl's office, HOA board eliminated the option to contact HOA via gmail and google voice. The google phone number has been deleted.

Spring newsletter: The board decided to do one last in print newsletter, alerting the homeowners that it will in fact be the last. Moving forward the newsletters will be emailed to members, posted on the website, and members requiring a hardcopy may contact Cheryl directly.

**Next meeting will be June 8th, at 6:30 via zoom.**

Respectfully submitted,  
Nikki Engel-Secretary