

**MINUTES OF MEETING  
BROOKFIELD HEIGHTS HOA BOARD  
JUNE 8, 2021**

**In Attendance:** Nikki Engel, JoAnn Ferris, Macy Hart, Jamie Schlueter, Cheryl Strong (all via Zoom)

The minutes from the March 30, 2021 meeting were unanimously approved.

**Budget:** 28 households still owe for 2021. Cheryl was instructed to send a final notice indicating accounts will be sent to collection if not received by August 1. We have now received full payment from attorney for the six households in arrears for two years or more. A goal of conservation of funds (even seemingly small amounts) was stated a priority. Investment CD matures June 30. Cheryl will coordinate transfer of funds to Huntington Bank which provides monetary incentive to open checking and savings account. She will also inform utility and insurance companies when direct pay will change from Horizon Bank to Huntington.

**Park:** The picnic shelters were painted at the end of April by Marc Shaw. Mason's Eagle Scout project (lending library) is slated for completion June 12. Water fountain will remain turned off (advised by Health Dept it is "best practice" to do so). Health Dept could not give a date when it would be OK to turn on. Bids to reseal the parking lot and basketball court were reviewed. After discussion, Superior Sealcoating was unanimously selected. Cheryl was advised to solicit bids for mowing in August to include cost of playground mulch for 2022. Per Cheryl's recommendation, the wood support for the dog waste station will be removed since the wood is rotten and unsightly. She stated she would attach the current waste bin to the fence.

**SR 26 Landscaping:** Cheryl has solicited one bid to date from US Lawns for \$1,646.41 for planting boxwoods and day lilies around all 3 signs. She was asked to continue to solicit bids with goal of planting in the fall when weather is cooler.

**Events:** Recycle Saturday remains unscheduled for this year due to Covid. Thursday, November 11, has been reserved at Faith Community Center, Room 1, for annual meeting. The room is reserved from 6-9 p.m. which allows time for setup and take down. The actual meeting is scheduled for 6:30 – 8:30 p.m. No charge for facility use. A homeowner contacted Cheryl about possibility of hosting food trucks at the park. It was agreed it might be a fun thing to try as long as we can find someone to coordinate schedule, check health permit status, and handle communication.

**Covenant Amendments:** Cheryl stated attorney would begin work on list provided in July. She stated he is aware we would like them in time to vote at annual meeting.

**Covenant Enforcement:** Numerous violations were discussed. Cheryl was instructed to send letters.

**Improvements:** Request for above ground pool and fence was approved.

**Communication:** Cheryl indicated approximately 275 households have provided e-mail addresses. It is hoped more will be provided as it becomes apparent to homeowners that communication via e-mail is the fastest and most economical vehicle for conveying information to the neighborhood. Vista Print has changed its platform and in doing so numerous links on our website have been disabled. Macy stated she

has been working with Vista Print to understand its new format and will advise us when she has more information.

**Volunteers:** Cheryl stated she received one offer to help with maintenance of landscaping around signs. Other volunteer opportunities that are much needed include help with website maintenance, someone who is willing to coordinate hosting of food trucks at the park, upkeep of landscaping (including tree and shrub trimming) along SR 26 and assistance with park maintenance.

**Next Meeting:** Tuesday, August 24, at 6:30 p.m. via zoom.

Respectfully submitted,  
JoAnn Ferris