

Brookwood Homeowners Association  
Board Meeting  
Meeting Minutes

**Date:** Wednesday June 10, 2020

**Location:** HOA Mailboxes

Meeting called to order: 6:02 PM

Board Members present: President-Mike Kervin, Vice President-vacant, Treasurer-William Meurer,  
Secretary-Vianne Westbrook, Board Members-Karla Lanam, Jim Koti.

Meeting called to order by President Mike Kervin.

**Old News:** The Welcome New Neighbor packets which were discussed in Committee Reports at the April 30, 2019 meeting have not been collated yet. Previous VP James Hicks was in the process of researching emails and physical addresses to help cut down on the printing of packet information. Since James relocated, Karla Lanam will design a ½ page welcome message to distribute to new HOA residents. As discussed in 2019, the packets will be delivered by Board Members when new residents move into the neighborhood.

**\*\*** The irrigation project to the west of the RV Lot is completed. Including the valve, the total cost was \$2,000.00.

Commons south side flooding into the property and not the road will cost approximately \$850.00 to \$875.00.

**\*\*** President Kervin responded to a suggestion from a resident that 'the mailboxes are rotting'. The HOA owns the mailboxes and he determined that there is visible rust but no immediate action is required at this time.

**\*\*Thanks** to Karla Lanam on the excellent spraying to control the weeds early this year. Thank you for your consistent and persistent battle, you are winning!

### **New News**

**\*\*** Due to Covid19 cases, the HOA garage sale is cancelled for June 2020.

**\*\*** The General Association meeting tentatively set for August 29, 2020 may be delayed due to Covid19 restrictions. Churches have not completed Phase I and are not meeting to 100% capacity at this point. Crossroads United Methodist Church at 30<sup>th</sup> and Patterson is not currently approved to provide building space for public meetings. It was suggested that we combine the HOA annual meeting and the community Block Party the end of August or early September. The location could be outside, at the mailbox area. President Kervin will contact resident, Amber Shannon regarding her securing the use of the City of Grand Junction free game trailer. If permitted to have the event, fliers will be made to notify the residents. Like last year, some food will be provided, residents will bring a covered dish, salad, desert, etc. Board members will discuss the event the end of July and make fliers for notification. Vianne volunteered to distribute fliers to Brookwood street.

**\*\*** Resident, Jean Ann Swinehart expressed an interest in serving on the HOA Board to replace previous Vice President, James Hicks. After a brief introduction and discussion regarding her interest, the HOA Board members, in quorum status, voted unanimously to accept her placement at our new VP. Welcome Jean Ann, thank you for your willingness to serve.

### **COMMITTEE REPORTS**

#### **FINANCIAL REPORT**

**\*\*** 6 residents have not paid their annual dues. President Kervin has contacted each of the residents. They have been notified of the late fees and encouraged to comply with HOA rules.

**\*\*** President Kervin followed up on a suggestion from a resident that 'the mailboxes are rotting'. The HOA does own the mailboxes and he determined that there is rust on the metal requiring no immediate attention.

**WEBSITE UPDATE**

\*\*Concern was voiced regarding whether Realtors are sharing the website information with new home buyers. Mike and Vianne have followed up with new families to make sure they have the information they need. President Kervin recommended that we all try to contact new members of the community, making sure they know how to access the website.

\*\*Brookwood HOA Covenant Enforcement Violation Notices were handed to each Board Member and discussed within group. President Kervin will post a copy onto the website to alert all residents.

**ADJOURNMENT 6:32 PM**

Submitted By  
Vianne Westbrook  
HOA Secretary